

MINUTES of the ANNUAL MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 7th MAY 2025 at 8.45 p.m. at Leavenheath Village Hall.

PRESENT: Cllrs C Morgan, J Evans, S Felgate, P King, T Taylor and S Whitelaw. District Cllr L Parker and County Cllr J Finch. No Video link was provided.

ELECTION OF CHAIR:

Cllr Clare Morgan was elected Chair for the coming year. The Declaration of Acceptance of Office was signed.

ELECTION OF VICE CHAIR:

Cllr Jeremy Evans was elected Vice Chair for the coming year.

PUBLIC FORUM: Nothing was raised in view of the Annual Parish Meeting held earlier.

APOLOGIES: were received and accepted from Debbie Hattrell – Clerk – due to on-going health issues.

DECLARATION OF INTEREST: Nothing was declared

APPROVAL OF MINUTES OF 2nd APRIL 2025: These were accepted as a true record

MATTERS ARISING FROM THE MINUTES: A Skip is required for pavement clearance – **Action Cllr J Evans.** High vis jackets to be ordered – **Action Chair.**

ANY URGENT UPDATES – It was agreed to defer normal business and appointment of representatives until next Meeting.

FINANCE: The Bank Balances as of 30th April 2025 were £17501.16 in the Community Account and £52,856.78 in the Rate Reward Account making a total of £70,357.94. This included Income of £13,770.04 during the month (including the first instalment of the Precept) and Expenditure at £3086.039.

The following pre-agreed payments were made: -

Cheque No.	Amount	Payee	Details
<u>At 1st May</u>			
Funds Transfer	5215.60	Holmes & Hills	Legal Costs
Funds Transfer	828.00	Moser Ground care	VG Maintenance
Funds Transfer	1081.31	Clerk/HMRC/SCC	Staffing costs
Funds Transfer	533.41	SALC	Subscription
Funds Transfer	250.00	Friends of St Mary's	Donation towards maintenance
Funds Transfer	240.00	Mark's Tey Radio	LE – Fete
Funds Transfer	228.00	MTM Plant & Sales	LE – Fete
Funds Transfer	52.74	St John's Ambulance	LE - Fete
Funds Transfer	80.00	Leavenheath VH	hall hire
Funds Transfer	40.00	Leavenheath VH	LE - General

The Annual Governance and Accountability Return for 2024-25 was approved and signed. The end of year summaries had been circulated, and details will be made available on our website as usual – **Action Clerk.**

It was noted the Internal Audit had been booked.

The CIL return for the Year Ending 31st March 2025 was approved and signed. This is available on the website.

Any Other Urgent financial matters – Model Publication Scheme

This had been circulated before the meeting. This was approved and will now be uploaded to the website – **Action Clerk.**

An Additional grass cut has been requested by Cricket club.

REPORTS AND QUESTIONS FROM CHAIR AND MEMBERS: The Chair gave her apologies for the July Meeting.

The meeting closed at 20.52 p.m.

Planning Meeting on 7th May 2025

The following Applications have been approved by the Planning Authority: -

- 1) **Greens Farm House, High Road, Leavenheath – DC/25/00756**
Planning Permission was granted for extensions.
- 2) **Fiddlers Green, Plough Lane, Leavenheath – DC/25/01101**
Discharge of Conditions were approved for biodiversity enhancement measures.
- 3) **Corvus Farm, Cawley Road, Leavenheath – DC/25/01364**
Formal approval is not required for alteration to agricultural buildings.

The following Planning Applications were discussed: -

- A) **8 Oaklands protected tree application – DC/25/01708**
The proposed tree work was inspected by a tree surgeon on our behalf between meetings and as a result this PC confirmed **No Objections** to the Planning Authority.
- B) **Norton Villa, 14 Nayland Road – DC/25/01929 – Change of use from commercial to a dwelling. Chair to look at further and report back** *this was done and there were **No Objections.**
- C) **Any other urgent Planning Matters**