

GREAT WRATTING PARISH COUNCIL

Minutes of Parish Council Meeting

Minutes of the Annual Meeting of Great Wrating Parish Council held at 7 pm on 15th May 2019
at Little Acorns Fostering, Rook Tree Barn, Withersfield Road, Great Wrating, Suffolk

Councillors Present: Neil Curtis (NC), Dawn Fisk (DF), Beverley Griffin (BG), Terry Holloway (THo).

In Attendance:

Cllr Peter Stevens, West Suffolk Council (for part of meeting)

Richard Bowler, Clerk

1. **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

a) Election of Chairman

It was agreed unanimously that Cllr Diana Curtis should be Chairman for 2019-20.^(prop BG, 2nd DF)

b) Delivery of Chairman's Declaration of Acceptance of Office

As the Chairman was absent it was agreed that her Declaration of Acceptance of Office would be accepted at the Council's next meeting.

c) Election of Vice-Chairman

It was agreed unanimously that Cllr Terry Holloway should be Vice-Chairman for 2019-20.^(prop BG, 2nd NC)

d) Delivery of signed Acceptance of Office forms by all Councillors

The Clerk received signed Acceptance of Office forms from all present.

2. **PUBLIC FORUM** (15 minutes)

None.

7. **LOCAL AUTHORITY REPORTS**

b) West Suffolk Council

District Cllr Peter Stevens, the newly-elected District Cllr for the Withersfield Ward, introduced himself. Issues he mentioned were:

- Little Wrating: There may be a review of the divisions within Suffolk County Council in 2020 and it is possible that a link between Great Wrating and Little Wrating will be considered then. He will discuss it with the District Council's Monitoring Officer. He felt it was especially pertinent in view of the developments taking place in NW Haverhill.
- He will have a Locality Budget available, which the Parish Council could benefit from.

He was asked by Cllr Holloway to note that the Parish Council shared Withersfield's concerns about additional traffic which would be generated by the Haverhill developments.

(7.19 pm Dist Cllr Stevens left the meeting)

3. **ACCEPTANCE OF APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs D Curtis, Hayes and May and from the previous Vice-Chairman, Cllr Acheson.

Thanks were recorded to those who left the Parish Council at the recent election, with particular gratitude expressed to ex-Cllr Acheson, who had been an active member of the Council for many years, for part of the time as Chairman and as Vice-Chairman. It was agreed that it would be appropriate to present him with a gift (DF to action). Clerk to invite him to the Annual Parish Meeting.

4. **RECEIVE MEMBERS' DECLARATIONS OF INTEREST**

a) Members to declare interests in items on the agenda

None.

	<p>b) Clerk to report on Declaration of Interests forms The Clerk will circulate Declaration of Interests forms for completion by all Council members, together with guidance notes; completed forms will be displayed on the District and Parish Councils' websites.</p>	
5.	<p><u>TO APPROVE AND SIGN THE MINUTES OF THE PREVIOUS MEETING</u></p> <p>a) To approve the minutes of the meeting on 20th March 2019 The minutes of the meeting on 20th March 2019 were approved subject to minor changes to Items 6 and 8a.</p>	
6.	<p><u>ANNUAL BUSINESS</u></p> <p>a) Review Standing Orders and Financial Regulations Clerk to circulate.</p> <p>b) Annual risk assessment/maintenance inspection Bus shelter: quotation for repairs had been accepted previously, and the work was already partly done. Noticeboards: Cllrs Fisk and Griffin offered to re-varnish them. Litter bin: Cllr Fisk offered to check its condition.</p> <p>c) To set the dates, times and place of ordinary meetings of the full Council for the year ahead It was agreed that ordinary Parish Council meetings would continue to be held at 7 pm on the third Wednesday in alternate months (July, September, November, January, March and May). They will continue to be held at Little Acorns Fostering, subject to the venue's agreement.</p>	DF/BG DF
7.	<p><u>LOCAL AUTHORITY REPORTS</u></p> <p>a) Suffolk County Council County Cllr Mary Evans was not able to attend the meeting.</p> <p>b) West Suffolk Council District Cllr Peter Stevens spoke earlier in the meeting.</p>	
8.	<p><u>THE GREAT WRATTING PARISH WEBSITE</u> DF reported that she was keeping the website up-to-date.</p>	
9.	<p><u>VILLAGE LINK</u> DF said she would need a report from the Clerk by the end of the week for inclusion in 'Village Link'. THo asked whether more village news could be included in 'Village Link'. This could include items about newcomers to the village, for instance. DF suggested that this could be done via the e-mail tree.</p>	Clerk
10.	<p><u>PLANNING APPLICATIONS</u></p> <p>a) Clerk to report on any planning applications received None in Great Wrating parish.</p> <p>b) Appeal notifications None</p> <p>c) District Council decisions None</p>	
11.	<p><u>HIGHWAYS</u></p> <p>a) To discuss traffic, especially very large vehicles, through the village. Cllr Holloway was concerned about heavy traffic through the village, while accepting that some large vehicles have to use small roads for deliveries. Something needed to be done in terms of traffic management, but without spoiling the character of the village.</p> <p>b) Appointment of volunteer to manage VAS project. Cllrs Holloway and N Curtis agreed to take this on.</p>	THo/NC
12.	<p><u>BUS SHELTER</u> BG said the refurbishment was partly done.</p>	

- 13. LITTER PICK**
BG offered to liaise with the Thurlows regarding the date of the next litter pick, so that the District Council could collect the filled bags from all three parishes on the same date.
She was thanked for organising it. BG
- 14. THURLOW ESTATE**
There were further discussions about communications with the Thurlow Estate.
- 15. APPEARANCE OF THE VILLAGE**
Cllr Holloway said the appearance of the village was disappointing, and he felt that not everyone took pride in it. Having a Village Hall would be a big advantage as it would create a village hub.
- 16. TRAINING**
a) To agree arrangements for Council members' training
There was a discussion about training for Councillors, arranged by SALC. Clerk to book places. Clerk
b) To discuss possible purchase of "The good councillor's guide"
The Clerk will order copies. Clerk
- 17. FINANCE**
a) To receive the financial report from the RFO including bank balances
The report was received.
b) To complete and approve the Annual Governance Statement 2018-19
Deferred to July meeting.
c) To complete and approve the Accounting Statements 2018-19.
Deferred to July meeting.
d) To receive and approve payments since last meeting
The following payments were approved:
- | | ref | Payee | details | amount |
|----|------|--------------------------|---|---------|
| i | 0228 | SALC | Subscription (2019-20) | £135.47 |
| ii | 0229 | Community Action Suffolk | Website hosting (12 Sep 2018 – 11 Sep 2019) | £60.00 |
| iv | 0230 | Richard Bowler | Clerk's salary (Jan 2019) | £178.37 |
| v | 0231 | Richard Bowler | Clerk's salary (Feb 2019) | £178.57 |
- 18. MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL**
Arrangements for Annual Parish Meeting, Wed 22nd May 2019.
DF will organise refreshments. DF
- 19. ITEMS FOR NEXT MEETING**
- Village Hall
- Defibrillator
- 20. DATE OF NEXT MEETING**
The next meeting of the Parish Council is on Wednesday 18th July 2019.
- 21. CLOSURE OF MEETING**
There being no further business, the Vice-Chairman closed the meeting at 9.14 pm.
- Signed (Chairman) Date