

## PAULERSPURY PARISH COUNCIL

### Minutes of the Annual Meeting of the Parish Council and the ensuing Meeting of the Parish Council

held on Monday 17 MAY 2021

commencing at 7:30pm in Paulerspury Village Hall, High Street, Paulerspury

Due to the Indian variant of Covid 19 being present in the locality in the interests of safety the decision was taken to revert to a Zoom meeting.

### ANNUAL MEETING AGENDA

**PRESENT** : Mr Westall, Mr Baker, Mr Barker, Mrs Sawbridge, Mrs Fish, Mrs Sawyer, Mr Bloomfield, Mrs Westall and three members of the public.

#### **1A/21**      **ELECTION OF CHAIRMAN**<sup>1</sup>

i) To receive nominations.

It was resolved that Mr Westall would be the chairman of Paulerspury Parish Council for 2021-2022.

ii) The signing by the chairman of the Declaration of Office of Chairman and his/her undertaking to observe the Code of Conduct as adopted by Paulerspury Parish Council on 28 June 2012.

Mr Westall signed the Declaration of Office and undertook to observe the Code of Conduct as adopted. All remaining councillors signed that they would observe the Code of Conduct as adopted by Paulerspury Parish Council on 28 June 2012

#### **2A/21**      **APOLOGIES**. None.

#### **3A/21**      **ELECTION OF VICE CHAIRMAN.**

It was resolved that Mr Baker would be the Vice Chairman of Paulerspury Parish Council for the year 2021-2022

#### **4A/21**      **CO-OPTION TO PAULERSPURY PARISH COUNCIL**<sup>2</sup>

Mrs Susie Gee and Mr Simon Wragg were co opted to Paulerspury Parish Council. The clerk would deliver the Acceptance of Office form and witness the signing.

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<sup>1</sup> LGA 1972 ss15(2)

<sup>2</sup> Representation of the People Act 1985 s21

**5A/21 TO CONFIRM THE RESPONSIBLE FINANCIAL OFFICER.**

It was resolved that Mrs Maggie Down would continue as the Responsible Financial Officer for the year 2021-2022.

**6A/21 TO CONFIRM BANK SIGNATORIES.**

Mrs Sawyer, Mr Baker, Mr Barker and Mrs Down were confirmed as the signatories for the year 2021-2022

**7A/21 DISTRIBUTION OF MEMBERS' INTERESTS FORMS**

**8A/21 TO APPOINT A REPRESENTATIVE TO THE FOLLOWING PUBLIC BODY.**

The Village Hall Committee. The clerk would attend the meetings as an observer until a representative came forward.

**9A/21 TO AGREE THE DATES AND TIMES OF THE ORDINARY MEETINGS OF THE COUNCIL FOR THE ENSUING YEAR.**

The December 2021 meeting would be held on Thursday 16 December. The remaining meetings would be held on the last Thursday of each month.

**10A/21 TO APPROVE THE ASSET REGISTER OF COUNCIL PROPERTY FOR INSURANCE RENEWAL PURPOSES.**

The clerk confirmed that the Asset Register was up to date.

**11A/21 TO CONFIRM THE STANDING ORDERS AND' THE FINANCIAL REGULATIONS OF THE PARISH COUNCIL (and make amendments if recommended)**

The Council resolved that it had taken all necessary measures to ensure all elements of potential risk had been addressed and were effectively managed via the above documents and carrying out a Risk Assessment.

**Ordinary Meeting of the Parish Council 17 May 2021**

**58/5/21 MEMBERS' DECLARATION OF INTEREST for items on the agenda and update of Interests where required.**

Mrs Sawyer Item 62/5/21 c)

**59/5/21 TO APPROVE AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING FOR 29 April 2021**

The minutes of the above meeting were approved and signed as correct.

60/5/21 **MATTERS ARISING ON THE MINUTES**

Matters arising to be addressed via agenda headings.

61/5/21 **MEMBERS OF THE PUBLIC AND PRESS**

Comments are welcome from those attending the meeting. The total time allowed for this item is 15 minutes with a maximum of 3 minutes per speaker. Further public comment during the meeting is permissible only at the invitation of the Chairman.

No comments.

62/5/21 **PLANNING MATTERS**

a) (Appeals) Planning reference **S/2020/0945/MAO** Land to rear of 27 High Street Paulerspury The Appeal was dismissed.

b) **S/2021/0499/LBC** Mr S Wilkins Nelsys Cottage 49 High Street Paulerspury Amendment Details - Description change

Replace leaking glass roof in conservatory *with a combination of roof tiles and timber* and replace existing blown glass roof window in kitchen.

Paulerspury Parish Council had NO OBJECTIONS to this application.

c) **WNS/2021/0305/LBC** Mr A Carse Old Smithy Shutlanger Road Heathencote

Proposal Internal alterations to former smithy including: remove existing cobbled floor and replace with flagstones; Install two roof lights to rear elevation; replace existing window to front elevation; block up existing external doorway internally; reinstate internal doorway to allow access to main cottage.

Paulerspury Parish Council had NO OBJECTIONS to this application.

d) **SWNS/2021/0225/LBC** Mrs Lyndsey McIntosh 18 Lumber Lane, Paulerspury,

Replace thirteen timber framed windows with double glazed windows.

Paulerspury Parish Council had NO OBJECTIONS to this application.

63/5/21 **FINANCE**

a) To receive May 2021 accounts, budget position and to approve payment of outstanding accounts.

Chq. No	Payee	Account details	£
2546	I Westall	Zoom Facility	14.39
2547	M Down	Office/Salary/Mileage	683.79

2548	NCALC	Clerk Training S106	38.00

The above accounts were approved for payment.

b) To consider insurance quotes.

It was resolved to accept the quote received from Community ACTION Suffolk via The Military Mutual in the sum of £410.21 subject to the review of the schedule by the chairman.

c) Solar Park Payment

The annual payment to the Parish Council was overdue. The Clerk was making every effort to trace the new owners of this German based scheme.

d) To consider the Annual Risk Assessment requirements.

Following the Annual Inspection the following actions were required.

- New litter bin opposite The Vinehouse – ordered
- Replacement posts and rail for part of the allotment fence --- in hand
- Letter to the occupant of an adjacent property stating that the fence adjacent the allotment site was in need of repair.
- Attach the corner of the roof on the shelter opposite The Vinehouse and clear varnish. ---In hand
- New lock for Spinalls Field. Done
- A section of the Spinalls Field roadside wall in need of pointing. Mr Barker would attend to this.
- Sand down the corner of the serpentine seat to smooth a small amount of damage. Ian Westall volunteered.
- More ties required on the goal posts and sign reuqeting that the ties are not removed. Mr Westall to do.
- Clear treatment for the gazebo. ---- In hand
- Clear treatment for the bus shelter on Grays Lane. --- In hand
- Pury End Notice Board – secure black surface.
- Mend wood and fix with nails bus shelter Pury End
- Clean – Multi Goal/street signs/War Memorial.

In view of the decrepit condition of the notice board situated at the junction of Lower Street with Careys Road, Pury End the clerk would seek a quote for a replacement.

64/5/21 **CORRESPONDENCE** – None received

65/5/21 **SPINALLS FIELD**

- a) To inform the Council of any issues raised via the inspection reports – see Inspection Reports File

No issues raised

- b) S106 Agreement – Payment awaited.

66/5/21 **ROAD MATTERS**

- a) To record actions taken by the clerk.

- A new sign had been ordered for Grays Lane
- A Footway would be installed across a ditch on RU 22
- Pothole Lumber Lane/ Fairfield junction reported.

67/5/21 **TO CONSIDER THE FORTHCOMING Q E II PLATINUM CELEBRATION**

Meeting to be arranged

68/5/21 **ANNUAL PARISH ASSEMBLY - TO CONSIDER ANY MATTERS RAISED.**

No issues raised

69/05/21 **CHAIRMAN'S BRIEF TO THE NEWSLETTER AND THE WEBSITE**

The newly formed volunteer litter picking group The Wombles had reported a great improvement in that there had been a significant decrease in the amount of litter being deposited in the parish since its inception.

Groups which formally had reported their news in the parish Newsletter would be informed that it was the intention to re start publication.

70/05/21 **MATTERS FOR URGENT ATTENTION OR FOR THE NEXT MEETING**

**Q E II Platinum Celebration**

**THURSDAY 24 JUNE 2021 PAULERSPURY VILLAGE HALL 7:30 pm**

The meeting closed at