

BADINGHAM PARISH COUNCIL

Minutes of the Council Meeting held on Monday 19 December 2022 at 7.00 pm

in Badingham Village Hall, Low Street, Badingham IP13 8JT

Members: Cllrs Bowe, Sweeney and Welham. Also present the Clerk. One member of the public.

1. **Chair's Welcome:** The Vice-Chair welcomed everyone to the meeting in the absence of the Chair.
2. **Apologies for Absence:** Apologies were received and approved from Cllrs Mountain and Frost.
3. **Pecuniary/Non-Pecuniary Interests:** Cllr Bowe declared a NRI re agenda item 10a. There were no other Interests declared and no requests for dispensations. Cllrs were reminded of their obligations under the new Code of Conduct. Cllr Bowe still to complete his amended Register of Interests via the ESC email link received.
4. **Minutes:** The minutes of the meeting 27 October were approved and signed by the acting Chair.
5. **Public Forum:** There was one member of the public present for the public forum who was granted permission to speak under item 10a.

Other matters received by the Clerk was a request for a grit bin at the bottom of Mill Road.

Action: To c/forward into the next financial year due to budget restraints

6. **Report from County Councillor Stephen Burroughes:** Report previously distributed and on website.
7. **Report from District Councillors Lydia Freeman/Maurice Cook:** 2 Reports previously distributed & on website.
8. **Governance and Statutory Business:**
 - a) The Statement in regard to Internet Banking was adopted.
 - b) The revised boundary changes was noted as previously distributed.
 - c) To note the Councillor Vacancy notice as a result of Cllr Horrocks' resignation has been issued and is on the notice board. The Clerk reminded all Councillors that 2023 is an election year meaning they will have to resign but can stand again for re-election.

9. **Consultations:** The following were noted: East Suffolk Cycling and Walking Strategy; New Guidance for small housing developments in the countryside Planning update; SALC facilitated East Suffolk town and parish council planning working group initial report

10. Planning:

- a) Planning applications received:

DC/22/4585/FUL Proposal: Erection of 2no. detached dwellings with associated landscaping including new access from public highway @ 1 Twin Oak Drive, Badingham. Cllr Bowe was excluded due to declared NRI. A member of the public was allowed to speak re this application. The Parish Council voted to object to the application on various material considerations as detailed in our response.

- b) Planning determinations received: None

- c) Any other planning matters for information only

DC/22/4106/FUL: Garage conversion including addition of first floor element @ 1 Orchard Rise: Note this was approved under delegated powers as it fell outside of our meeting dates.

Note DC/22/3997/FUL approved at our last meeting was withdrawn for further ecology surveys before it may be resubmitted: Glebe Cottage, Hollow Lane

11. Accounts:

- a) The list of payments for approval totalling £3177.48 (previously circulated) was unanimously approved and signed by 2 Councillors.
- b) Receipts: UK Power Networks £1.15, Barclays compensation £75.00, ESC Locality Grant £1360.00
- c) The bank reconciliation dated 30 Nov 2022 (previously circulated) was approved and signed by the Cllr Bowe.
- d) The financial report of Budget vs. Actual was reviewed. Clerk confirmed VAT refund being collated for submission soon amounting to approx. £500+. Clerk confirmed VH bank balance currently approx. £1000 and is being closely monitored in case further funds need transferring from the PC current account. It was agreed to postpone any virements to year end.
- e) The draft budget for 23/24 was reviewed and approved.

2022013 Minutes of the meeting of the Parish Council of 19 December 2022

So signed by the Vice Chair at the meeting on 21 February 2023

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- f) The precept for 23/24 was agreed at £13000, approved and the document signed by the Clerk.
- g) It was noted that PKF Littlejohn remain as the external auditor for the next 5 years.
- h) Trevor Brown was approved once again as the internal auditor for accounts y/ending 31 March 2023.

12. Update on the Village Hall:

- a) The Parish Council unanimously approved the following governing documents in regard to the Village Hall:
The resolution signed by the VH Management Committee on 7 Nov 22
The Management Committee Terms of Reference dated November 2022
The revised Governing Document dated 19 December 2022 stating under item 1.1 that the Parish Council is the sole Trustee of the Charity.
The Parish Council **MUST** hold a minimum of 2 separate meetings per year as the Sole Trustee, meaning a separate agenda, minutes and scheduled time of meeting to that of ordinary PC meetings.
- b) The hall decoration is complete. The Grant received only left a £40 shortfall excluding VAT. See minutes 11d re financial situation.
- c) The Clerk updated the Council on the progress of the new VH committee (previously distributed)

13. Open Spaces:

Cllr Welham will trim the pond area and the overhanging branches. The Pocket Park working party to be postponed until the Spring. Enterprise Badingham (EB) propose planting trees (lime and / or oaks) along Low Road, filling in gaps and extending the row of trees further. This was unanimously approved. Cllr Welham to report back to EB.

14. Footpaths:

The proposed amendment to footpath no 15 at Twin Oak Drive was approved.

15. Community Thermal Imaging Project:

The Clerk gave a brief summary. The concept was approved.

Action: Clerk to advertise and explain in the next edition of the Echo to get people on board

16. Fund raising:

To consider fund raising options to assist with contributing £'s for ongoing projects- c/forward to the next meeting.

17. Strategic Plan:

To review the updated strategic plan – c/forward to the next meeting.

18. Motion under the Public Bodies (admission to meetings) Act 1960

to exclude the public and press for discussions regarding personnel where publicity might be prejudicial to the special nature of the business. Cllr Bowe updated all present on the personnel meeting held with the Clerk and the Chair late November.

19. Date of next meeting and ancillary meetings to be agreed:

It was suggested Council meets every 6-7 weeks instead of every 2 months as it was felt this was too long in-between meetings. It was agreed to adopt this with the next two meetings scheduled for **Wednesday 15 February, then Wednesday 29 March, both at 7pm** in the small meeting room. Further dates to be agreed once the local election rule dates are established.

The meeting closed at 8.45 pm.

Caroline Emeny - Clerk and Responsible Financial Officer to Badingham Parish Council