

BADINGHAM PARISH COUNCIL

Minutes of a Meeting of the Parish Council held at 7pm Tuesday 16 May 2023

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

Members: Cllrs Bowe, Mountain and Sweeney. Also present the Clerk, District Councillor, one member of the public.

1. **Election of the Chair:** Cllr Mountain was unanimously voted in as the new Chair and signed the Declaration of Office.
2. **Chair's Welcome:** The new Chair welcomed everyone to the meeting and thanked our new District Councillor, Vince Langdon-Morris, and the member of the public present, for coming to the meeting.
3. **Apologies for Absence:** Apologies received and approved from Cllr Welham.
4. **Pecuniary/Non-Pecuniary Interests:** There were no interests declared and no requests for dispensations. Cllrs were reminded of their obligations under the new Code of Conduct including the Nolan Principles of Public Office. Councillors do not need to re-register their Register of Interests with ESC. All Councillors must complete an Expenses Return for emailing to ESC asap. Cllrs Mountain and Sweeney handed their forms to the Clerk.
5. **Other appointments:**
 - a) Vice-Chair – Cllr Bowe was unanimously elected Vice-Chair and signed the Declaration of Office. Cllr Sweeney signed the Declaration of Office. It was agreed that Cllr Welham could sign his Declaration of Office at the next attended meeting.
 - b) Responsible Financial Officer (RFO)– the Clerk was approved as the RFO.
 - c) Personnel – The Chair and Cllr Sweeney are responsible for personnel matters.
 - d) Any other relevant roles and /or responsibilities - Cllr Welham is responsible for Pocket Park and Green Spaces; Cllr Bowe is the Council representative for the Village Hall.
6. **Minutes:** The minutes of the meeting 4 April 2023 were approved and signed by the Chair.
7. **Matters arising from those minutes –** Dog bins correspondence continued. It was resolved that no further bins will be purchased for the immediate future. The 'Stick 'n Flick' system should be used by those not wishing to use dog bins. Article in the next Echo to this effect.
8. **Public Forum:** There were issues raised by members of the public.
9. **Reports for Information:**
 - a) Report distributed at the APM earlier from County Councillor Burroughes.
 - b) District Cllr Langdon-Morris will share his responsibilities with newly elected Dist. Cllr Grey and share how they attend meetings. They already work well together. Dist. Cllr Langdon-Morris will be in the Cabinet for Resources (£) with a £138M budget to manage. The Green Liberal Independent Group will be the leading force in the new District Council, with a majority of just 1 vote over the Conservatives. The Environment will be a leading concern, especially with projects like Sizewell C and the Friston on-shore energy projects. He will support us as much as possible.
10. **Governance and Statutory Business:**
 - a) The signing and completion by the Chair and the Responsible Financial Officer was approved for Section 1 (Annual Governance Statement) and Section Two (Accounting Statement) of the Local Council's Annual Return for the year ending 31 March 2023.
 - b) The full report from the Internal Auditor was received and contents noted.
 - c) The Schedule of Annual Regular Payments was approved and signed by Cllrs Mountain and Sweeney.
 - d) The schedule of meetings for the year up to and including May 2024 was agreed and will be circulated.
 - e) There were no consultations or responses to consider.

The Clerk brought to attention the suggested Councillor post-Election Training by SALC. It was agreed that all Councillors will be fully trained once all modules distributed for sharing and further training is not required at this stage. Other general governance matters were identified as listed in the actions.

Actions: Chair to send Clerk the Planning PowerPoint from Module 5 asap.

Cllrs Welham and Bowe to set up generic email addresses.

Mobile contact number o/s for Cllr Bowe for Urgent Matters Whats App Group

2023006 Minutes of the meeting of the Parish Council of 16 May 2023

So signed by the Chair at the meeting on 27 June 2023

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Action: Chair to get an up to date valuation for the VH for insurance purposes and the Asset Register

11. Planning:

- a) There were no planning applications to consider.
- b) Other planning matters for information only; No decision yet for DC/23/1141/FUL @Duncliming, Mill Road. Request to join the East Suffolk Planning Alliance (ESPA) was unanimously approved. ESPA formed in February drawn from town and parish councils, and action groups across East Suffolk, to challenge planning decisions. A core steering group was formed and a meeting is due with the chief planning officer of ESC.

12. Accounts:

- a) The list of payments for approval totalling £4378.97 (previously circulated) was unanimously approved and signed by 2 Councillors.
- b) The bank reconciliation dated 30 April 2023 (previously circulated) was approved and signed by the Chair. This includes the up to date financial situation as per the circulated spreadsheet.
- c) Receipts: £6500 being the first half of the Precept was received from ESC.
- d) Bank Mandates for both the Parish Council and the Village Hall have been approved awaiting internet banking finalising by Cllr. Mountain. *Action: Chair to contact Barclays as a matter of urgency*
Only once this has been completed can we further amend both mandates to add Cllr Bowe / remove ex-Cllr Frost for all accounts, as previously minuted.

13. Update on the Village Hall:

Outside area – difficult getting landscapers to Quote. Received a price of £4665 plus vat to do the following work: Install gabion wired baskets filled with stone around the outer banks with seating on top. Weed membrane on the ground. Type 1 rolled layer over the membrane then probably pea shingle as an initial measure.

The Budget of £5K is not sufficient, are asking for a further £1 -2K to enable us to complete the task. Also asking the BCC for a contribution of £1K to help pay for picnic benches etc. Up to date expenses of £3560 remaining from reserved funds allocated to this project (but work comes to £4665). Updated accounts spreadsheet also circulated.

It was resolved to ask the BCC if the profits from the Sumer Fete can be donated to the VH to finish off the outside area as detailed above. The PC can only assist from CIL monies as they are already bankrolling the VH. It was suggested a time capsule is put in one of the Gabions to get children involved in the project. Submissions can be put through the VH post box. *Action: Clerk to include time capsule in the Echo article*

Action: Works details as above to be sent to the Chair and Cllr Sweeney for review

Action: Write to BCC as detailed above re Summer Fete

14. **Pocket Park and Open Spaces:** Cllr Welham reports as follows: On behalf of Badingham Parish Council, I would like to thank Phil and his team from Kindewood for helping to manage and maintain the green spaces we control in the village. I would also like to thank members of Enterprise Badingham for their support and stewardship of the new orchard in Pocket Park and we look forward to working with you all to enhance these wonderful spaces for the enjoyment of everyone in the future.

15. **King's Coronation 6 May 2023** - The commemoration of the black poplar tree went well. It has a temporary sign until we agree and purchase a suitable plaque. The Parish Council expressed its gratitude to Cllrs Mountain and Sweeney for bearing all the costs involved to date.

16. **Motion under the Public Bodies** (admission to meetings) Act 1960: The Clerk confirmed new pay rate and home allowance payable from May as agreed.

The meeting closed at 8.30 pm.

The next meeting is on Tuesday 27 June at 7pm.

Caroline Emery - Clerk and Responsible Financial Office to Badingham Parish Council