



## **CREETING ST PETER PARISH COUNCIL**

Minutes of the Annual Parish Council meeting held at the Church Hall, The Lane, Creting St Peter on **Monday, 21<sup>st</sup> May 2018 at 7.30pm.**

### **Present:**

Councillors: M Peacock (Chairman)  
D Mason  
R Hitt  
M Valladares

In Attendance District Councillor K Welham  
County Councillor G Green  
V Taylor – Tree Warden  
J Blackburn – Clerk  
One member of the public

### **CSP06/18/19 – ELECTION OF CHAIRMAN**

Cllr Peacock declared the meeting open.

Cllr Mason proposed that Cllr Valladares be elected as Chairman, which was seconded by Cllr Peacock.  
**Decision** – Cllr Valladares was duly elected Chairman.

### **CSP07/18/19 – CHAIRMAN'S DECLARATIONS OF ACCEPTANCE OF OFFICE**

Cllr Valladares signed the Declaration of Acceptance of Office and then took the Chair for the remainder of the meeting.

### **CSP08/18/19 – ELECTION OF VICE-CHAIRMAN**

Cllr Mason proposed that Cllr Hitt be elected as Vice-Chairman, which was seconded by Cllr Peacock.  
**Decision** – Cllr Hitt was duly elected Vice-Chairman.

### **CSP09/18/19 – TO RECEIVE APOLOGIES OF ABSENCE**

Apologies were received from Cllr Lawson and the Police.

### **CSP10/18/19 – TO RECEIVE DECLARATIONS OF INTEREST**

None had been received.

### **CSP11/18/19 – TO RECEIVE APPLICATIONS FOR DISPENSATION**

None had been received.

### **CSP12/18/19 – TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY, 19<sup>TH</sup> MARCH 2018**

**It was AGREED:** That the minutes of the meeting held on Monday, 19<sup>TH</sup> March 2018 be approved as a true record and signed by the Chairman.

## **CSP13/18/19 - TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES**

- i) **SUFFOLK ASSOCIATION OF LOCAL COUNCILS (SALC) – Decision** – Cllr Valladares was appointed representative for SALC.

## **CSP14/18/19 – AUTHORISATION OF ANNUAL SUBSCRIPTIONS**

**It was AGREED:** That the annual subscription of £135.00 be paid to the Suffolk Association of Local Councils in order to renew the Parish Council's membership.

## **CSP15/18/19 – PUBLIC FORUM**

It was reported to members that the issue with the findings of human faeces near to the burial path at the rear of the Church has arisen again. Since the nearby lay-by on the A14 had been re-opened the problem had returned.

It was suggested that a letter be written to the land owner (Highways) to ask for permission to continue the Blackthorn hedging along the footpath where the problem is occurring as that would put a stop to the issue.

## **CSP16/18/19 – TO RECEIVE THE POLICE REPORT**

The Police were not present at the meeting and a report had not been received.

## **CSP17/18/19 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR GREEN**

**It was NOTED:** That the County Councillor submitted a report to the Annual Parish Meeting that was held prior to this meeting.

Cllr Mason asked Cllr Green if his locality budget funding could be used to help replace the street lighting in the village. Cllr Green replied that the best way forward would be to apply for some CiL monies.

**It was AGREED:** That the Clerk look into applying for CiL monies towards street light improvements

## **CSP18/18/19 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR WELHAM**

**It was NOTED:** That the District Councillor submitted a report to the Annual Parish Meeting that was held prior to this meeting.

Cllr Welham added that another 143 houses had been approved, through appeal, at Stowupland which would mean a 42% increase in the population of Stowupland along with the other development applications that had been agreed.

## **CSP19/18/19 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS**

- i) **END OF YEAR 31<sup>ST</sup> MARCH 2018 STATEMENT OF ACCOUNTS**  
The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk
- ii) **ANNUAL GOVERNANCE STATEMENT**  
The Annual Governance Statement was completed by the Council and signed by the Chair and the Clerk.
- iii) **INTERNAL AUDITOR'S REPORT**  
The Internal Auditor's Report was received and recommendation agreed.
- iv) **TO RECEIVE THE CLERK'S FINANCIAL REPORT**  
The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 21<sup>st</sup> May 2018 was £16,140.50.

v) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Salary (May)	£168.87
Jennie Blackburn	Clerk's Expenses (May)	£48.55
Jennie Blackburn	Lockable Storage Cupboard Reimbursement)	£331.20
Parish Magazine Printing	March Newsletter Printing	£32.95
Suffolk icloud	Website Hosting	£100.00
SALC	Annual Subscription	£135.00
East Suffolk Drainage Board	Drainage Rates (FAC)	£1.82
MSDC	Bin Emptying	£162.00
Trevor Brown	Internal Audit (2017/18)	£105.10
Jennie Blackburn	Clerk's Salary (June)	£175.18
Jennie Blackburn	Clerk's Expenses (June)	£28.33

**It was AGREED:** That payments totaling £1,289.00 be authorised and actioned by the Clerk. It was also agreed that payments of £36.86 to CAS (addition to Insurance Premium), £49.08 to the Clerk (Reimbursement of Indoor Noticeboard) and £35 to ICO (Annual Registration) be ratified.

The following receipts were also noted:-

Lottery Monies	Lottery Ticket Receipts	£400.00
MSDC	Precept (1st Installment)	£2,622.50
HMRC	Tax Reclaim 2017/18	£1,173.59

**CSP20/18/19 – PLANNING APPLICATIONS**

No Planning Applications had been received.

**CSP21/18/19 - PLANNING DECISIONS**

**Ref: DC/18/01229** - Full Planning Application - Replacement of tower roof with terne coated stainless steel - St Peters Church, Mill Lane, Creeting St Peter, Suffolk IP6 8QJ - **GRANTED**

**CSP22/18/19 – NEIGHBOURHOOD WATCH**

No-one had come forward for the role of Neighbourhood Watch Co-ordinator at the present time.

**CSP23/18/19 – NOTICEBOARDS**

Cllr Mason informed members that he would be installing the new noticeboard on the Green over the next week or so. It would be positioned next to the dog bin whilst the defibrillator would be positioned near to the bench.

**CSP24/18/19 – PLAY AREA**

Cllr Mason had continued to regularly check the play equipment and reported that the climbing frame needed a fresh coat of paint. He also stated that some of the pidgeon spikes had broken.

**CSP25/18/19 – FEN ALDER CARR NATURE RESERVE**

There was nothing to report.

## **CSP26/18/19 – MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL**

- Potholes reported at the top of The Lane.
- Footpaths – had still not been cleared.
- Superfast Fibre Green Box had been wired up – when would connections be available?
- Newsletter advertising – no interest had been received.
- Poundfield site – Possible update as to the position with the site from the owner.

## **CSP27/18/19 – FUTURE MEETING DATES**

The Parish Council would continue to meet on the third Monday of every other month.

## **CSP28/18/19 - DATE OF NEXT MEETING**

**It was AGREED:** That the next meeting be held at the Church Hall on Monday, 16<sup>th</sup> July 2018 at 7.30pm.

The meeting finished at 9.05pm.

Chairman: ..... Dated: .....