

Boyton Parish Council Annual General Meeting
Minutes - 14 May 2019



Minute Ref		Actions	Completed
110319.4b	Follow up Sheeran Management re Dock	RJ	
110319.1.ii	School House tree pedestrian obstruction	RJ/Clerk	
140519.9	Defibrillator Report for next meeting	TF	
140519.11	Boyton Wood access and bridge repairs	JP/Clerk	
140519.12	Contact Alde & Ore Estuary Partnership - contact	RJ/Clerk	
140519.13	wider communication for planning in Deben Ward - JM	Clerk	
140519.15	Combined Beach Watch	Clerk	
140519.16	Finance spreadsheets	Clerk	

Payments

140519.16.8.1	Internal Audit - Trevor Brown	75.00	chq 363
140519.16.8.2	Boyton Village Hall hire - 8 April Inv 55	10.50	RJ direct
140519.16.8.3	Acer Chromebook	249.00	chq 365
140519.16.8.4	Laptop Sleeve, Microsoft Office 365, Laser paper	91.16	chq 364
14.0519.16.8.5	SALC Book keeping training	42.00	chq 362

Attendance	Richard Jesty (RJ), Tina Fletcher (TF), John Pilgrim (JP), Iain Johnston (IJ), Deben Ward Cllr James Mallinder (JM), 3 members of public	
1 & 2	TF nominated RJ as Chair - seconded by JP RJ nominated TF as Vice Chair - seconded by IJ Declarations of Acceptance of Office's signed and completed	
3	Apologies for absence received from SC Cllr Andrew Reid, Rev'd Ruth Hatchett, Andrew Cassy	
4.	No Declarations of Interest or Applications for Dispensations received	
5.	Iain Johnston and Andrew Cassy agreed as co-opted members - Declaration of Office signed	AC to sign
7.	James Mallinder introduced to BPC as new District Cllr, smooth cross over and giving tribute to District Cllr Christine Block and her good works. JM keen to bring a new era of caring, a green Council - being aware of our environment - impact of noise and light pollution. Deben needs to monitor and maintain river and sea defences. Important to maintain village halls as so crucial to village life and	

	<p>communication. JM has helped to set up Good Neighbourhood Scheme and meet up Mondays. Will work with Andrew Reid on traffic and road conditions. The Community fund approx, £7,000 - 10 Parish Councils. JM keen to support smaller communities and request invitations to all events - contact any time</p> <p>No Reports received from SCC, Parochial, PVCLT Boyton Community Group - next meeting 23 June - thanks to Keith Lilley for leading and to all individuals who have volunteered their time - update on matters arising will be reported back via BPC Village Hall Management - current deficit Soakaways to be constructed, kitchen repairs needed Local Council and European Elections - benefit School House tree - footpath obstruction - email JM BPC unable to help with concerns raised re welfare of animals unless becomes an issue on footpath</p>	RJ/Clerk
8.	<p>Minutes of previous meeting 11/03/2019 were agreed, action list noted as completed apart from 1103194b - no response received from letter sent to Sheeran Management</p> <p>Defibrillator Project - negotiations necessary to agree siting, access, ownership, maintenance - purchase - update at next BPC meeting</p> <p>Beach Watch - all in place for 18 May at 3.00 p.m.</p> <p>Bus Pass removal - WI/combined Deben Ward in correspondence</p>	RJ TF
9.	<p>To confirm following roles -</p> <p>Quarterly Budget review agreed - RJ, IJ</p> <p>Employment - agreed - TF, JP</p> <p>Defibrillator Working party agreed - TF + 2 members of public</p> <p>Welcome Pack - agreed maintain master via BCG - AC</p>	
10.	Standing Orders agreed as currently on Parish Council website	
11.	<p>Discussion re concerns of safety on bridge and footpath, and close proximity of shooting. JP previously approached Trust and exchanged emails with Chair - attempted to attend at meeting. Pursue discussion re coppicing - see email and response. JP to check responsibilities. Preservation of wood is a concern - been maintained by volunteers - greater collaboration needed between MWT and BPC to discuss options for managing of, access to areas - for benefit to all</p> <p>Inform CC of Bridge repairs - collate information - email JM</p> <p>Shooting laws on how close to neighbouring property line - JP has info - very small area would be properly marshalled - therefore agreed no action</p>	Draft correspond to MWH Trustee JP/Clerk
12.	<p>Discussion re Alde & Ore Estuary Partnership - Boyton 'Representative' . Council feel need for more information - suggestion 'Observer' would be preferable need a brief what they are trying to achieve</p>	correspond to A & O RJ/Clerk
13.	<p>New East Suffolk Planning structure - consultation time scale comments back in 21 days - discussion re gaining comments by email, do we have to have a public meeting. Agreed continue to hold extra ordinary meetings.</p> <p>Request to communicate widely - notification of any significant developments on Deben Ward - email to JM</p>	Clerk
14.	Next Deben Ward Parish Council Group meeting - July 25 at Bawdsey - RJ	

15.	Proposed Joint Beach Watch 21/22 September - suggest 10.00 a.m, date and time tbc - discuss at group meeting	Initial email Parish Clerks
16.	Finance <ol style="list-style-type: none"> 1. Insurance Cover for forthcoming year agreed 2. No recommendations noted in Annual Internal Audit Report 3. Re-appoint Internal Auditor agreed 4. Section 1 of the Annual Return signed 5. Section 2 Annual Return signed 6. Certificate of Exemption signed 7. Agreed Clerk is Responsible Finance Officer (RFO) 8. Invoices Authorised - as above table 9. No payments made since last meeting 10. East Suffolk Precept of 1,150.00 received since last meeting 	Previous Expenditure spreadsheets Clerk
17.	RJ to attend bi-monthly meeting with new Gov Newnes on Thursday 16 May at 2.00 p.m. Could we pass on thanks from Village Management regarding help from volunteers Date of next meeting Monday 15 July at 7.00 p.m. in the Village Hall	

Minutes agreed

Signed .. RJ Date

Jenny Lloyd Parish Clerk