

Boyton Parish Council Minutes of AGM Parish Council 13 May 2015

	Key Tasks	lead	date
AP9100914 AP1305156	Items to be collected from Records Office and welcome Pack update AC to follow these issues with DAC	DAC AC	
AP1305151a	Election forms to be delivered to Suffolk Coastal returning Officer	GB	20/5
AP1305152b	Letter of thanks to be drafted and circulated	GB	20/5
AP1305156b	Letter to go to Ruth re request for letter re play/sports equipment	GB	20/5
AP1305156e	Letter to go to Mary Warner Trust re brambles and to report it to Highways	GB	20/5
AP13051508	Julia Prior to be contacted re Councillor training	GB	20/5
AP13051509	RSPB to be approached –report to Council and a public meeting to be planned	RJ	
Expenditure approved			
13051512d1	Pay adjustment to clerk – £19.80		
13051512d2	HMRC -£140		
13051512d3	Hall hire – £6.00		
13051512308	SALC audit -£100.80		
13051512309	SALC registration - £123.00		
13051512310	Community Action Suffolk registration - £30		

DATE OF NEXT MEETING 8 July 2015

Attendance	Parish Councillors: Richard Jesty (RJ), Ali Crawford(AC), Gary Low(GL) John Carpmael (JC) Cllr C Block. Members of the Community: Sally Wood, Isobel Lilley, Malcolm Fleetwood, Jess Reed
1. Election of Chair Vice Chair and declarations	a) Election forms were completed and will be delivered to Suffolk Coastal R. Officer. b) Election of Chair: John Carpmael was unanimously selected as Chair (proposer GL, seconded by RJ). Vice-chair: Ali Crawford (proposed by JC seconded GL). c) The meeting was alerted to the fact that an audio recording was being taken.
2. Public items and agency reports	a) Christine Block was welcomed to the meeting as the new district councillor following changes to the boundaries. She stated that she would come regularly to the meetings to both provide information as well as hear of any issues. She wished to represent the views of Boyton Parish Council on Suffolk Coastal planning and grant committees. She would not always provide a written report. Her update was as follows: Felixstowe Coastal and Deben peninsula should become an area of economic development (part of an approach to seek to sustain and enhance the rural economy especially tourism. Christine was seeking representatives from the local community before 30 June. She was aware that it was important that any proposal needed to be mindful of the environmental impact. b) Richard Jesty was thanked by the Community and the Council for his sterling efforts over the past few years as Chair. It was agreed that a letter of thanks be drafted by the clerk to be sent to those Councillors who had retired. c) No other reports received.
3. Apologies	Cllr Andrew Reid
4. Declaration of interest	RJ and GL signed for item about RSPB items as they are members
5. Minutes	Minutes of 18 March were amended adopted and signed.
6. Task update	a) Outstanding items: see above in red. Ali to follow up b) It was agreed that an email be sent to Ruth in regard to the letter setting out the terms for the sports/play equipment. Isobel said that she would inform the Council of the next PCC meeting. c) GB reported that a great deal of time had been spent in negotiation with Sarah

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	<p>Shinnie from Suffolk Coastal about the grant application for the sports/play equipment to ensure that all obstacles were overcome. Approval was awaited as it was out for consultation. Planning permission was not required.</p> <p>d) A positive meeting with AC, RJ and Malcolm King (Suffolk County Highways) took place in regard to speeding and dangerous driving (Wash cottage was cited as an example). Site for speeding test options were discussed. It was agreed that for the short term, to recommend the siting of a speed trap again, the painting of roundels (30mph) and repeater signs and white lines up near Wash Cottage (thus reducing speed there) and seek Malcolm's guidance as to the best site. Suggestions included road outside Mary Warner Homes. The long term plan was to seek a traffic order for 20mph. The criteria is met with the results from the previous speed test. This would take about a year and the cost of £300 could be met within the budget of Suffolk Council. Vehicle activated signs could also be considered although some people in the village felt that there was already too much "street furniture". It was also recommended that lines might be painted on the hump although it is not a speed hump. It was noted that Malcolm had expressed the view that the quiet lanes project was in the air. However Christine Block strongly countered that view with news of its possible extension.</p> <p>e) There was also grave concern about the brambles along the side of the road especially outside Mary Warner. It was agreed that the issue be reported to Suffolk Highways and to the secretary, Mary Warner Trust.</p>
7. Co-option	It was agreed that a co-option notice be displayed, emailed to the information team and posted on the website. It was agreed that those who expressed an interest would be invited to attend an extraordinary meeting on 3 June, 7.00pm. They would be asked to express their reason for showing an interest. It was noted that there were 2 vacancies. Council could at a later date, decide that the number of seats be reduced.
8. Training	Discussion took place about training options for councillors. It was agreed that Julia Prior for LCPAS (ex SALC chief executive) be contacted to provide a bespoke training event in Boyton. It was noted that networking opportunities could arise at the area meeting or other training.
9. RSPB	33 hectares have been purchased down Mill Lane. The plan is to extend the reserve and put a scrape with an island to entice spoonbills. It was agreed that the RSPB be invited to update the Council (8 July) and to provide regular input and to arrange for a public meeting. It was agreed that RJ send out invitation.
10. SCDC grants	It was agreed to defer application for capital and revenue grant aid schemes from Suffolk Coastal DC until next round in Autumn.
11. Events group	Membership was open to all who had an interest in helping to organise events. Andy Cassy was to remain involved. Litter pick had been planned for September/October. The group's role was to undertake research, plan, present plans for approval at the Council meeting and coordinate events.
12. Finance	<p>a) The audit was received from SALC. The audit and the 2014/5 accounting statement therein were approved by the Council.</p> <p>b) The annual governance statement was approved</p> <p>c) The recommendation from the auditor that Council re-register for data protection was approved.</p> <p>d) SALC was approved as auditors for 2015/6 accounts.</p> <p>e) Authorisation of payments: see above for details. Payments were approved.</p> <p>f) Monthly direct debit payments were approved for hall hire and the salary of the clerk. These payments would be made by Cllr. Richard Jesty. Payments made would be recorded.</p>

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	g) Current finance: Bank £2497.42 Income: £878.60 (1 st payment from SCDC). Expenses: 165.80 (see first three payments above for detail)
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