

Minutes of the Annual parish Council Meeting held on 15th May 2019

Sutton St Edmund Parish Council held at SSE village hall.

Present: returning Councillors: Cllr M.Coleman, Cllr C.Hunns, and Cllr K. Bowman.Parish Clerk Mrs.C.Mackenzie

1 member of public.

1. Welcome.

- a. Returning Cllr Coleman welcomed everyone.

Public forum for 15 mins.

2. Apologies for absence.

- a. None received.

3. Declarations of interest.

- a. None received.

4. Election of Chairman.

- a. Cllr Coleman had been proposed by Cllr Hunns and seconded by Cllr O’Kane. AGREED by all.
- b. Cllr Coleman signed the Acceptance of Office.

5. Election of Vice-Chairman.

- a. Cllr Hunns had been proposed by Cllr Coleman and seconded by Cllr Bowman. AGREED by all.
- b. Cllr Hunns signed the Acceptance of Office.

6. Any Co-Option of seats.

- a. The Parish Council now had full compliment of Parish Councillors.

7. Notes of the general meeting held on 20th March 2019 to be approved as the new minutes.

- a. Proposed by Cllr Bowman and seconded by Cllr Savage. It was resolved to accept these documents.

8. Police report.

- a. Clerk explained that an email had been received stating that no PCSO will be attending and Parish Council meeting and they have instead arranged for Police Surgeries in various locations around the area. Cllrs were indeed unhappy that this should be the case and any local crime data cannot be circulated to the residents.

9. Financial matters.

- a. The latest financial report was circulated. Proposed by Cllr Coleman and seconded by Cllr Savage that these be accepted. AGREED by all.
- b. The Internal Auditors report had been circulated and approved by all.
- c. The Annual Governance Statement had been circulated and approved by all.
- d. The Statement of Accounts had been circulated and approved by all.

- e. It was resolved to authorise the Chairman, Cllr Coleman to sign the Annual Return accordingly, for return to the external auditors.

10. Administration.

- a. Clerk confirms that two invoices had been paid for Allotments and awaiting payment from the outstanding tenant.
- b. The Wryde Croft Wind Farm minutes had been circulated.
- a. Nothing to report.

11. Village Hall matters.

- a. It was reported that one of the committee members had resigned. A grant had been received towards the cost of replacing the windows.

12. Playing Field and other Parish Council areas.

- a. Clerk to contact the District Councillors to enquire if a grant could be applied for, for the upkeep of the playing field.
- b. Clerk had been asked to request the grounds maintenance contractor to add the Church Car Park to the itinerary of works to be done.

13. Highways report.

- a. None received.

14. Planning.

- a. Planning applications received had been circulated and commented on accordingly.

15. Correspondence.

- a. Any correspondence received had been either dealt with or incorporated within the agenda.

16. Date of the next meeting.

- a. To confirm the date of the next meeting as **Wednesday 17th July 2019**

17. Councillors reports & items for inclusion at the next meeting.

- 18. To resolve whether to move into closed session at this point. NO REQUEST received.

Meeting ended at 8.10pm