

WATTISFIELD PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
URC CHAPEL, CHAPEL ROAD, WATTISFIELD
MONDAY 20 JUNE 2022
7.30 PM

PRESENT:

Councillor Geoff Wade (Chairman) (GW)
Councillor Sarah Goodchild (SG)
Councillor Michael Elflain (ME)
Councillor Ann Telford (AT)

IN ATTENDANCE:

Christopher Garman (Parish Clerk) (CG)

Two members of public present.

GW welcomed all to the meeting.

22/076 PUBLIC FORUM

There was a discussion about anti-social behaviour around the village.

22/077 REPORTS FROM DISTRICT AND COUNTY COUNCILLOR

- a) A report from County Councillor Jessica Fleming had been previously circulated and this was noted.
- b) A report from District Councillor Richard Meyer had been previously circulated and this was noted.

22/078 APOLOGIES

Councillor Cynthia Penn (CP) and Councillor Richard Meyer (RM) had offered their apologies and these were accepted. County Councillor Jessica Fleming (JF) had also offered her apologies.

22/079 DECLARATIONS OF INTEREST

None.

22/080 REQUESTS FOR DISPENSATIONS

None.

22/081 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 16 May 2022 had been previously circulated.

It was resolved that these were an accurate record of the meeting.

22/082 MATTERS ARISING FROM THE MINUTES

There was an update in respect of requests made to maintain hedges.

22/083 VILLAGE HALL WORKING GROUP

The draft minutes from the Village Hall Working Group meeting held on 17 May 2022 had been previously circulated and these were noted.

22/084 COUNCILLOR VACANCY

There had been one application for the Parish Councillor vacancy.

It was resolved to co-opt David Dyer as a Parish Councillor.

22/085 FINANCE AND ADMINISTRATION

- a) The following payments were considered for approval:
£624.00 to Whitworth Co-Partnership – village hall survey
£350.05 to MSDC – waste bin emptying
£85.00 to Malcolm Saunders – internal audit fee
It was resolved to approve these payments.
- b) The appointment of an additional bank signatory was considered.
It was resolved to appoint SG as an additional bank signatory.
- c) A donation to Walsham le Willows Community Council Foodbank was considered. It was agreed to defer this item until the next meeting.
- d) The audited Annual Statement of Accounts for 2021/2022 were reviewed.
It was resolved to approve the audited Annual Statement of Accounts for 2021/2022.
- e) The Annual Governance Statement 2021/2022 (section 1 of Annual Return 2021/2022) was considered.
It was resolved to approve the Annual Governance Statement 2021/2022.
- f) The Accounting Statement 2021/2022 (section 2 of the Annual Return 2021/2022) was considered.
It was resolved to approve the Accounting Statement 2021/2022.
- g) The completion of the Certificate of Exemption dispensing with the external audit was considered.
It was resolved to complete the Certificate of Exemption.
- h) The Asset Register as at 31 March 2022 was reviewed.
It was resolved to approve the Asset Register.
- i) The appointment of the Responsible Financial Officer was considered.
It was resolved to re-appoint Christopher Garman as Responsible Financial Officer.

22/086 COMMUNITY INFRASTRUCTURE LEVEY POLICY

It was agreed to defer this item to the next meeting.

22/087 HIGHWAYS, TREES, CEMETERY and CHURCHYARD

- a) SCC have not provided a quotation for the proposed street lighting upgrade and will be chased.
- b) There was a review of the maintenance of the cemetery.
- c) There was a discussion on the effects roots might have on the structure of the churchyard wall.

22/088 PLANNING MATTERS

SCC and MSDC will be asked for an update on the planning enforcement situations.

22/089 CORRESPONDENCE

ME spoke about the Community Emergency Action Plan training that will be available in September. Other correspondence had been previously circulated and was noted.

22/090 QUESTIONS TO THE CHAIRMAN

None.

22/091 DATE OF NEXT MEETING

- a) The next Parish Council meeting will be Monday 18 July 2022 at 7.30 pm.
- b) It was agreed that unless there was urgent business, there would be no meeting during August 2022.

The meeting closed at 9.30 pm.

Christopher Garman
Parish Clerk
21 June 2022