

WATTISFIELD PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
VIRTUAL MEETING USING ZOOM PLATFORM
MONDAY 20 JULY 2020
10.00 AM

PRESENT:

Councillor Michael Eiflain (Chairman) (ME)
Councillor Geoff Wade (GW)
Councillor Ian Dobson (ID)
Councillor Sarah Goodchild (SG)
Councillor Cynthia Penn (CP)

IN ATTENDANCE:

Christopher Garman (Parish Clerk) (CG)

No members of public were present.

Whilst GW was present, due to technical difficulties it was agreed that ME would chair the meeting.

20/071 PUBLIC FORUM

There were no members of public present.

20/072 REPORT FROM COUNTY AND DISTRICT COUNCILLOR

- a) There was no report from JF.
- b) RM's report had been previously circulated and the contents were noted.

20/073 APOLOGIES

Councillor Naomi Ambrose (NA), Councillor Rick Meyer (RM), and the reasons were accepted.
Also, County Councillor Jessica Fleming.

20/074 DECLARATIONS OF INTEREST

None.

20/075 REQUESTS FOR DISPENSATIONS

None.

20/076 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on 15 June 2020 had been previously circulated.

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

20/077 MATTERS ARISING FROM THE MINUTES

None.

20/078 PLANNING MATTERS

- a) The situation with pending and decided applications were noted.
- b) The decision in respect of planning application DC/20/01892 relating to land west of Walsham Road and south of Kudu Lodge, Walsham Road, Wattisfield, IP22 1PB and the effect that this would have on the public footpath was considered. It was noted that MSDC had not published the officer's report and therefore were unable to see any comments in

respect of the footpath. CG was asked to contact SCC ROW to ascertain the process for any changes and whether the parish council will be consulted.

- c) Planning application DC/20/02604 relating to land to the rear of 8, The Oaks, Wattisfield, Suffolk was considered.

It was resolved to advise MSDC that there was no objection.

ID left the meeting.

20/079 COVID-19 SITUATION

- a) There was a discussion on the current levels of activity and the future as those shielding come out of lockdown. It was decided to continue to support those that still had difficulties getting out and about.
- b) It was decided to continue with virtual meetings until such time as the village hall advises that it has reopened, is COVID safe and can accommodate meetings in the main hall. It was agreed that the future virtual meetings will now be held at 7.30 pm.
- c) It was agreed that at the present time a decision could not be made on a date for the Parish Meeting.

20/080 WATTISFIELD COMMUNITY CENTRE AND RECREATION GROUND

It was noted that there had not been any response from the trustees in respect of the suggestion of setting up a joint working group to explore the options with the village hall.

20/081 HIGHWAYS, TREES AND CHURCHYARD

- a) There was an update in respect of the SID. It was noted that the response from SCC Highway was that the work would be completed by the end of September 2020.
- b) It was reported that the clock specialist should have now carried out the inspection and the report and estimate for the electric winders is expected soon.
- c) There was a discussion on the current situation with overgrowing hedges, the various hot spots and the actions that had been taken or were needed. It was noted there were still issues in Walsham Road by Meadowside despite trying to make contact with the landowners. The matter is now being reported to SCC for them to take appropriate action.

20/082 ADMINISTRATION AND FINANCE

- a) The following items were considered for payment:
 - £85.00 to Malcolm Saunders – internal audit fee
 - £90.96 to Chapple Signs – repairs to churchyard noticeboard
 - £108.22 to C Garman – expenses 1 Apr - Jun 20.**It was resolved to issue cheques for these payments.**
- b) The audited Annual Statement of Accounts for 2019/2020 were reviewed.
It was resolved to approve the audited Annual Statement of Accounts.
- c) The Annual Governance Statement 2019/2020 (section 1 of Annual Return 2019/2020) was reviewed.
It was resolved to approve the Annual Governance Statement 2019/2020.
- d) The Accounting Statement 2019/2020 (section 2 Annual Return 2019/2020) was reviewed.
It was resolved to approve the Accounting Statement 2019/2020.
- e) The completion of Certificate of Exemption dispensing with the need for an external audit was considered.
It was resolved to complete the Certificate of Exemption.
- f) The appointment of a Responsible Financial Officer was considered.
It was resolved to appoint Christopher Garman as Responsible Financial Officer.
- g) The Asset Register was reviewed.

It was resolved to approve the Asset Register.

- h) The income and expenditure for period 1 April to 30 June 2020 was reviewed together with the bank reconciliation and the bank statement.

It was resolved to approve the income and expenditure statement and confirm that the bank reconciliation agreed with the bank statement.

- i) The way forward with a monthly community newsletter was considered. It was decided to carry this forward to the next meeting.

20/083 CORRESPONDENCE

- a) The proposed changes to Code of Conduct were considered. It was decided to decline from making any comments.
- b) Other correspondence had been previously circulated and was noted.

20/084 QUESTIONS TO THE CHAIRMAN

- a) There was a discussion of how the parish council can influence the building of new dwellings.
- b) There was a discussion on the lease granted to WCC&RG.
- c) It was noted that the signage for the defibrillator needs reviewing and this will be added to next meeting agenda.

20/085 DATE OF NEXT MEETING

The next Parish Council meeting is on Monday 17 August 2020 at 7.30 pm.

The meeting closed at 11.15 am.

Christopher Garman
Parish Clerk
20 July 2020