



# Weybread Parish Council Annual Meeting of the Parish Council Held at the Village Hall Minutes 16<sup>th</sup> May 2023

**Present:** Mr G Gibbs – Chairman, Mrs S Middleton, Mrs A Pickess, Mrs M. Sheldrake and Mr G Tibbenham.

**Also present:** 2 member of the public, District Cllr Lavinia Hadingham and the Clerk Mrs Newby.

The Clerk would like to point out that all the nominated Councillors had signed their Declaration of Acceptance of Office for Councillors.

The meeting started at 7.35pm as the Annual Parish Meeting ran over.

1. **To elect a Chairman:** Mr Gibbs was nominated as Chairman. Proposed by Mr Tibbenham and seconded by Mrs Sheldrake. All in agreement. The Declaration of Acceptance of Office for Chairman form was sign.
2. **To elect a Vice-Chair:** Mrs Sandra Middleton was nominated for Vice-Chairman. Proposed by Mrs Sheldrake and seconded by Mrs Pickess.
3. **To receive apologies for absence:** Mr Jordan sent his apologies and would still like to be considered for co-option. County Councillor Mr Gould sent his apologies.
4. **Declarations of Interest:** None.
5. **Approve the Minutes:** The minutes were approved as an accurate record of the proceedings of 21<sup>st</sup> March 2023. Proposed by Mr Tibbenham and seconded by Mrs Middleton, all in agreement.
6. **Co-option of vacancies:**
  - Vacancy 1 – Mr Roger Harper was co-opted on. The Declaration of Acceptance of Office was signed, and he joined the Council.
  - Vacancy 2 – Mr Ced Jordan was co-opted on in his absence. The Declaration of Acceptance of Office will be signed when he gets back.
  - Vacancy 3 – Mr Mark Boggis was considered for the co-option position. He has lived in Weybread since 2019. He is a sponsor for Debenham Football Club and sponsors the kit. He donates to Gt Oldham Street Hospital. He loves the village. He runs a blue-chip company. He does not participate in

the village at the moment. The Council decided to co-opt him on to the Council. He signed the Declaration of Acceptance of Office form.

- Vacancy 4 – still needs to be filled.

## **7. Reports:**

- a. County Councillor's – report was read out in the Annual Parish Meeting
- b. District Councillor's – No report
- c. Chairmans – No Report
- d. Clerks – The Clerk reported that they failed in the criteria to be gain the General Power of Competence this time.
- e. Tree Warden – No report
- f. Policing Issues. – No report

District Councillor Hadingham left the meeting.

## **8. Review outstanding actions from last meeting, and agree any additional action:**

- To reduce the number of wheelbarrows and move them away from the road and the bench. (Action Mr Gibbs). Only one barrow in front of the bench needs to be moved – close agenda item.
- To sort out the Temporary Speed Indicator Device (action Clerk). – ongoing. Clerk to chase again.
- To request an update on the Crown Chicken Site (Action Clerk). Mr Tibbenham had a letter from a survey on poultry factory on the ponds etc.
- Parking outside the Post Office Cottages – close agenda item.
- Update on Highways, drainage, and flooding issues – ongoing.
- Update on the trees and shrubs around the village hall car park (Mr Tibbenham and Mr Jordan). Close agenda item and consider after the nesting season.
- Speeding issues – ongoing.

Mrs Sheldrake asked where the recreation ground was, that was sold. This was by the old school, there are houses on there now.

The Crown Chicken site was discussed in regard to the CiL monies. There will be no CiL income from the development of this site. There is about 12 acres of land.

Mr Boggis left the meeting.

## **9. Meeting Suspended for Public Speaking.** A member of the public mentioned that he lives on The Street, and he does not think there is a speeding issue!

The meeting was resumed.

## **10. Village Issues, discuss and agree.**

There was a car accident outside the Cathedral Garage, 5/5/23. The telegraph

pole was broken. The elderly couple were Ok but shaken. Police and Outreach were out there. Mr Gibbs went and spoke to them. Open Reach cut the cables and left people and businesses without telephone and internet. Mr Gibbs made a complaint to Open Reach. All is very wrong, pole is dangerous.

The Clerk reported that Mr Walls quote for the Noticeboard is £200 + VAT. This was agreed.

The Parish Council would like to thank Frances and Ced for clearing the path by the village sign.

Ced will be painting the village hall noticeboard when he returns.

## **11. Internal and External Audit**

- a. To review and approve AGAR Annual Internal Audit Report, noted.
- b. To review the Certificate of Exemption, approved and signed by Clerk and Mr Gibbs.
- c. To review and approve AGAR Annual Governance Statement. Each items were checked by the Councillors, all were confirmed as 'Yes', agreed and signed by the Clerk and Mr Gibbs.
- d. To review and approve AGAR Accounting Statement. Approved and signed by Mr Gibbs. RFO signed on 24/4/23.
- e. To review and agree the recommendations from the Internal Audit Report from Heelis and Lodge: The Internal Audit noted that the bank statement was up to the last one received. This needed to be checked for the 31/3/23. The Bank Statement has arrived, and all has been checked. The Bank Reconciliation has been completed for 31/3/23. There were no other recommendations reported.
- f. To approve the Asset Register for accuracy: This has been checked and all is correct.
- g. To review and confirm the signatories for the bank accounts. It was noted that Mrs Hardy and Ms Blair will need to be removed. Additional Councillors were approved as being Mr Harper, Mrs Middleton, Mrs Pickess and Mrs Sheldrake. All will be set up to use online banking.

## **12. Finance Report, discuss and agree:**

- a. HSBC bank issues. No issues at the moment.
- b. Note account balances. Balances at 31/3/23 were noted.
- c. Bank reconciliations. All reconciliations had been approved for last year.
- d. Payment Schedule (see below after item e.)
- e. Update on the CiL monies and what has been spent on. The Clerk reported that we have received more CiL money £2306.02. At the moment we do not need to use this for anything. The Clerk suggested that the CiL return for 22/23 could wait until Ced was at the meeting.

**WEYBREAD PARISH COUNCIL**

**SCHEDULE OF PAYMENTS**

**May-23**

**paid between meetings**

**Cheque Number**

None

**£0.00    0.00**

<b>Cheque Number</b>	<b>Payee</b>	<b>Detail</b>	<b>Allocation</b>	<b>Amount</b>
100457	Ced Jordan	Village Sign		85.82
100458	Clerk	April wages		£219.06
		Working from home		£10.00
		mileage		£9.90
			<b>a</b>	<b>£238.96    £85.82</b>
Paid by Tina Newby	Calbrooke Engineers	Village Sign		£1,086.18
	Frances Brittain	Village Sign		£114.51
	Mid Suffolk	Dog Bins		103.51
	Heelis and Lodge	Internal Audit Report		£143.33
			<b>b</b>	<b>£1,447.53</b>
		Total Cheque to Tina Newby		<b>£1,686.49</b>
	Clerk	May Wages		219.06
		Working from home		10
		Mileage		12.6
			<b>c</b>	<b>241.66</b>
100458			<b>a+b+c</b>	<b>£1,928.15</b>

**13. Planning Issues, discuss and agree: None**

- Update on planning enforcement – no update – close as planning application has been seen.

Next Meeting: Tuesday 18<sup>th</sup> July 2023 commencing at 7.30pm

Future dates for 2023

19<sup>th</sup> September 2023

21<sup>st</sup> November 2023

There were no more issues to be discussed and the meeting closed at 9.15pm

Signed.....Date.....