



## SOMERSHAM PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Somersham on **Wednesday, 4<sup>th</sup> May 2022 at 8.16pm.**

### **Present:**

Councillors: T Hallett (Chairman)  
S Wright  
J Caston  
S Barrell  
J Rook  
S Whiting

In Attendance J Blackburn – Clerk  
District Cllr John Field

### **SPC17/22/23 – ELECTION OF CHAIRMAN**

Cllr Caston declared the meeting open.

Cllr Caston proposed that Cllr Hallett be elected as Chair, which was seconded by Cllr Wright. **Decision** – Cllr Hallett was duly elected Chair.

Cllr Hallett signed the Declaration of Acceptance of Office and then took the Chair for the remainder of the meeting.

### **SPC18/22/23 – ELECTION OF VICE-CHAIRMAN**

Cllr Wright proposed that Cllr Rook be elected as Vice-Chair, which was seconded by Cllr Whiting. **Decision** – Cllr Rook was duly elected Vice-Chair.

### **SPC19/22/23 - APOLOGIES OF ABSENCE AND APPROVALS**

Apologies had been received from Cllr Oakes.

### **SPC20/22/23 – DECLARATIONS OF INTEREST**

Cllr Hallett declared an interest in item 13 on the Agenda (Planning).

### **SPC21/22/23 – APPLICATIONS FOR DISPENSATION**

None had been received.

### **SPC22/22/23 – APPROVAL OF THE MINUTES OF THE MEETINGS HELD ON 2<sup>ND</sup> MARCH AND 4<sup>TH</sup> APRIL 2022**

**It was AGREED:** That the Minutes of the meetings held on 2<sup>nd</sup> March and 4<sup>th</sup> April 2022 be approved and signed by the Chairman.

### **SPC23/22/23 – APPOINT REPRESENTATIVES TO OUTSIDE BODIES**

**It was AGREED:** That all Cllrs be representatives to the Suffolk Association of Local Councils (SALC).

## **SPC24/22/23 – ANNUAL SUBSCRIPTIONS**

**It was AGREED:** That the annual subscription to SALC for £341.92 be agreed.

## **SPC25/22/23 - PUBLIC FORUM**

There were two members of the public present.

Penny Pearson asked for the yearly contribution of £1,000 for the Tennis Club, which was confirmed and agreed.

## **SPC26/22/23 – COUNTY COUNCILLOR’S REPORT**

County Cllr Oakes’ report had been circulated prior to the meeting and would be published on the village website.

## **SPC27/22/23 – DISTRICT COUNCILLOR’S REPORT**

District Cllr Field’s report had been circulated prior to the meeting and would be published on the village website.

## **SPC28/22/23 – CLERK’S REPORT AND FINANCIAL MATTERS**

### **a) TO RECEIVE THE CLERK’S REPORT**

The Clerk had nothing further to report other than what was on the Agenda.

### **b) TO RECEIVE THE FINANCIAL REPORT**

The Clerk reported on the Council’s current financial position and stated that the balance in the accounts as of 28<sup>th</sup> April 2022 was £74,196.92.

### **c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

200170	Jennie Blackburn	Clerk's Pay (Apr)	£282.30
200171	Jennie Blackburn	Clerk's Office Allowance / Exp (Apr)	£37.74
		Contribution to Ink Cartridges for Printer	
200172	Great Bricett PC	(1/5)	£111.07
200173	Great Bricett PC	Contribution to Reams of Paper (1/5)	£4.49

**It was AGREED:** That payments totaling £435.60 be authorised and actioned by the Clerk.

### **d) APPROVE CIL REPORT**

**It was AGREED:** That the Cil Report be approved and signed by the Chair.

### **e) REIMBURSEMENT TO A PAST CLERK**

The Clerk reported that she had been contacted by a past Clerk of Somersham Parish Council who, after three years, had realized that a McAfee subscription for the Parish Council’s laptop had continued to be paid from her bank card on an annual basis. The past Clerk had provided statements from her bank plus statements from McAfee which confirmed the transactions, which came to a total of £269.97. She asked that she be reimbursed.

During a brief discussion members were aware that the previous Clerk had not used the Parish Council laptop as he used his own for all his Parish Councils and therefore they were unaware of the subscription in place. Due to the sudden passing of the previous Clerk back in October 2021 members were unable to establish any more information.

The Clerk reported that she had sought advice from both SALC and the Internal Auditor as to the Parish Council's position.

Members, taking everything into account, felt that whilst it seemed unusual for such payments to not be detected sooner, the full amount of £269.97 should be paid.

**It was AGREED:** That a cheque for £269.97 be sent to the past Clerk. **Clerk to action.**

f) **ASSET REGISTER**

**It was AGREED:** That the Asset Register be approved.

**SPC29/22/23 – PLANNING APPLICATIONS**

*Cllr Hallett left the room whilst the following planning application was discussed/decided upon.*

**Ref: DC/22/02014** - Householder Application - Erection of single storey rear extension - Walnut Tree Cottage, Chapel Lane, Somersham

**It was AGREED:** That the Parish Council had no objections to the application. **Clerk to action.**

**Ref: DC/22/01641** - Full Planning Application - Construction of 1.2m high field gate access (following removal of hedgerow) - Cherry Cottage, Hadleigh Road, Somersham

**It was AGREED:** That the Parish Council had no objections to the application. **Clerk to action.**

**SPC30/22/23 – PLANNING DECISIONS**

The following decision was noted:

**Ref: DC/22/01017** - Householder Application - Erection of single storey side and rear extension - Little Park Bungalow, Flowton Road, Somersham – **Granted**

**SPC31/22/23 – CODE OF CONDUCT**

The Clerk reported that a new Code of Conduct had been issued by the National Association of Local Councils (NALC) with all local Councils being required to adopt the new Code, which was circulated prior to the meeting.

**It was AGREED:** That the Code of Conduct be approved and adopted.

**SPC32/22/23 - NEIGHBOURHOOD WATCH REPORT**

No reports had been received.

**SPC33/22/23 – UPDATE ON DEFIBRILLATOR TRAINING**

Cllr Hallett reported that the training would be held on Saturday, 14<sup>th</sup> May at 10am at the Pavilion and would be advertised.

**SPC34/22/23 – UPDATE ON QUEENS PLATINUM JUBILEE ARRANGEMENTS**

Cllr Hallett confirmed that all parts of the event had been arranged with the picnic confirmation outstanding.

David Thorne, Duke of Marlborough, asked the Parish Council for a contribution towards the food, drink and decorations for the BBQ due to be held at the pub over the jubilee weekend. He requested £1,000 for the food, £500 for the music and £200 for the decorations. He added that the figures had been based on 500 people attending.

Cllr Caston felt unsure that 500 people would attend and was concerned that the requested figure was too high for the Parish Council to spend. He proposed that £1,000 be given to the pub rather than the requested £1,700. Members agreed.

**It was AGREED:** That £1,000 be given to the Duke of Marlborough towards the Jubilee BBQ.

**SPC35/22/23 - REPORTS FROM COUNCILLORS ON ANY MEETINGS ATTENDED**

Cllr Caston reported that a meeting had been held for plans for the Wheelie Day, which was due to be held on 2<sup>nd</sup> July 2022. He explained that there would be a Gin and Cocktail Bar, real ales and cider. He added that volunteers continued to be sought to run the stalls. Live music was also planned as were two inflatables (not bouncy castles) and vintage cars.

**SPC36/22/23 – MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL**

- Speed detector – needed a charger unit.
- Reports of deer being taken in the middle of the night
- Gladys Fordham, a 100 year old parishioner, had sadly passed away – funeral was to be held the following week.

**SPC37/22/23 - DATE OF NEXT MEETING**

**It was AGREED:** That the next meeting would be held at the Village Hall on Wednesday, 1<sup>st</sup> June 2022.

The meeting finished at 9.44pm

Chairman: ..... Dated: .....