

MINUTES OF A MEETING OF MENDHAM PARISH COUNCIL, HELD AT MENDHAM PRIMARY SCHOOL ON MONDAY 18 MAY 2009, COMMENCING AT 7.55 PM.

Present: Mr D Pye, Ms K Ferrarr, Mr C Mosse, Mr C Hadingham, Mr J Kent, Mrs L Allen, Mrs M Watson, Mr R Hayward
District Councillor -Mrs M Curran, County Councillor - Mr G Mc Gregor
Six members of the public.

1. **Apologies for Absence:** PC T Green

2. **Election of Chair:**

Mr Pye, outgoing Chair, joined other Councillors at this point. The Clerk asked for nominations for a Chair and Mr Pye nominated Mr Mosse. Mrs Allen seconded this nomination, which was agreed unanimously.

3. **Acceptance of Office of Chair:**

Mr Mosse accepted this appointment and thanked all for their vote. The Clerk asked Mr Mosse to sign a Declaration of Acceptance of Office accordingly. Mr Mosse offered thanks to Mr Pye for the excellent work carried out by him during his two terms of Office. All Councillors added to this vote of thanks.

4. **Election of Vice Chair:**

Mr Mosse asked for nominations for Vice Chair. Mrs Allen nominated Mr Hayward and Mr Hadingham seconded this nomination, which was agreed unanimously.

5. **Adoption of Internal Auditor:**

This matter was discussed briefly and all agreed that Steve Wyatt does an excellent job as Internal Auditor for this Parish. Mrs Watson proposed that Mr Wyatt be retained as the Internal Auditor for Mendham Parish Council. Mr Kent seconded this nomination, which was agreed unanimously.

6. **Adopt the Annual Accounts: - Sections 1 and 2 of the Annual Return:**

(i) Adopt the Annual Accounts: The Clerk provided all present, including members of the public, with a copy of the Annual Accounts for the year ending 31 March 2009. The Receipts and Payments Summary was explained in full with confirming expenditure by way of a Balance Sheet. There were no matters causing concern and the Accounts were duly Adopted. Both paper copies and the Parish Accounts Ledger were signed and dated by the Chair and the RFO (Clerk). A Notice will be posted to confirm the Parish Accounts have been duly Adopted.

(ii) Sections 1 & 2 of the Annual Return: Having agreed and Adopted the Annual Accounts the Clerk explained the figures in Section 1 of the Return and how these were reached. All confirmed these figures agreed with the Accounts and the requirements of Section 1. Section 2 was then explained and the Clerk and Councillors read and agreed the requirements of the Annual governance statement had been met. Sections 1 & 2 were signed and dated by the Chair and RFO (Clerk).

7. **Approve the Minutes of the Parish Council Meeting held on 16 March '09:**

The Minutes of the Meeting held on the 16 March 2009 were read, approved and signed.

8. **Matters arising from the Minutes:**

- Village of the Year Competition. Mr Pye reported there had been a negative response from the village generally. But it had been suggested that the criteria be used as a template for entry next year. The Clerk was asked to put this on the Agenda for the next meeting.

- Mrs Allen confirmed the Remembrance Day Service '09 will now be held at Fressingfield

8(a) **Correspondence:**

-The Community Council had written asking for a representative from the Parish Council.

Mr Hayward offered to take on this task.

- A letter had been received from Mr Hadingham confirming he will stand down from the Parish Plan Steering Committee, therefore another Parish Councillor is needed to take his place.

Mrs Allen agreed to join the group if they approved her nomination.

-Two residents, Mrs Pye and Mrs Thistlethwayte, wrote complaining about a lack of trees and hedgerows in the village and its environs. Mr Hayward said a Hedgerow Survey had been carried out and the Clerk confirmed a letter had been received from Waveney Valley offering grants for trees. The Chair suggested this subject be discussed in more detail at the next meeting.

- A letter had been received from MSDC requesting information on Sporting Clubs in the villages Mendham and Withersdale. This was passed to Mr Hayward for response.

9.Planning Issues:

New Planning Application Ref. 1241/09 – Proposed erection of a two storey dwelling with 3 bedrooms, garaging and associated site works.

Mr Kent declared an interest therefore did not contribute to discussions.

Councillors reviewed the plans and proposals for this application. After discussion it was agreed there were no objections and therefore supported the application. Comments to this effect will be sent to MSDC Planning Control Department by the Clerk.

10. Financial Report:

a) Balances at Banks

Treasurers/Community Account(HSBC)	=	£3,567.17*
Business Premium Account (Barclays)	=	£3,945.73

b)to note expenditure against budget – see Spreadsheet

c)to note expenditure this period and agree to draw cheques to the amount	=	£1,212.17
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- see Schedule.

Proposed : Mr Hayward

Seconded: Ms Ferrar

* This figure includes first Precept payment for 2009 - 2010

11.Insurance:

The Clerk asked that Cover for fixed assets be reviewed as some items were old and may need replacement during the next year or so. As it is unlikely that these items can be replaced at the same cost as purchased several years ago, we must not forget our insurance cover may need to be adjusted. The Chair suggested this item is put on the Agenda mid-way through the year, for further discussion.

12. Councillor Vacancy:

Mr Hayward had persuaded Mr Geoffrey Lane of Withersdale Street to apply for the vacancy.

He said Mr Lane was a valuable member of the community, assisting in the progress of the new village hall and upkeep of the Churchyard. Mr Hayward formally proposed Mr Lane for the vacancy; Mr Pye seconded this and the proposal was carried unanimously.

Mr Lane was asked to sign a Declaration of Acceptance of Office form and given a Declaration of Interests form to complete. MSDC Electoral Service will be informed of this co-option by the Clerk.

13. Risk Assessment:- Audit requirements

The Clerk advised that the Parish Council have a duty to review this matter regularly and our previous visit to the subject was insufficient to meet audit requirements. Therefore we must review this subject at least once per financial year to ensure we meet those requirements.

After discussions it was agreed the original proposal will stand i.e. the Chair will hold a note of bank account and computer details to ensure access to Parish business in the event of the Clerk's sudden demise or resignation. Councillors were confident that temporary Clerk time could be obtained from neighbouring parishes should it be necessary. It was also agreed that there is significant expertise amongst Councillors present – several being past Chair/Vice Chair – to be able to run the Council in the event of the demise or resignation of the incumbent Chair/Vice Chair.

14.Any other Business:

-Mr Pye reported potholes at Bridleway outside Ashley and Oakhill Farm. Also at Riverside (Mrs Thacker's) and Bluebell Lane. He also mentioned the camber at Ark Hill and the poor state of the subsiding railings there. Both issues are a danger.

-Mr Hadingham asked if the 'spoils' from roadworks can be put at the side of the lanes to fill in deep ruts left by winter weather. He also asked what was happening about the Cherry tree on the Green, which had died. The Clerk advised she had been in touch with the relevant department and had obtained a Work Reference Number, which assumes work will be carried out in due course, probably the autumn now. The Clerk to progress.

The Clerk to contact Gerald Clarke at SCC Highways – Mr McGregor asked to be copied on this correspondence.

-Mrs Watson reported that the owner of Mendham Hall has cut down garden vines at the rear of the property but let them fall into the Car Park at rear of recycling bins. The Clerk was asked to contact the owner and request these are cleared.

-Mr Kent asked if 'No Diving' signed could be erected at Mendham Bridge. Every summer young people swim and dive into the Waveney at this point and it is feared there will be a fatal accident as the depth of the Waveney does not lend itself to diving. The Clerk will contact the local authorities regarding signage.

-Mr Hayward commented that he is disappointed that the 30mph speed limit had not been extended to where the Parish Council and Withersdale residents had requested.

Mr McGregor advised there will soon be a booklet published and it contains procedures to be followed for this type of request.

R Hayward also advised improvements to the Mendham bus shelter, which were mentioned on the last Minutes, will be carried out soon.

-Mrs Allen reported that it is very dangerous for children being picked up by the school bus at Withersdale Street as speeding cars overtake the bus in the narrow roadway as children are crossing. This was confirmed by a member of the public present who added that even with parents present motorist were behaving totally irresponsibly and there has been some very near misses.

Mr McGregor said this was very disappointing considering the rural aspect of Witherdale Street and Road Safety Officer, Mike Mottram, should be made aware. We should also request the presence at Withersdale Street at 8am on weekday mornings of CPO Tim Green, or a colleague. The Clerk will contact these people.

- Mr Mosse asked if Mendham School was an acceptable meeting place for the Parish Council until the new village hall could take bookings. It was agreed, if only because there were no obvious alternatives in the vicinity, that Mendham School was perfectly acceptable for meetings.

15.Next Meeting: MONDAY 20 JULY '09 COMMENCING 7.30PM – Mendham Primary School

There being no further business for discussion, the Chair declared the meeting closed at 9.25pm

Signed.....

Date.....