

**DRAFT MINUTES OF HITCHAM PARISH COUNCIL ANNUAL GENERAL MEETING HELD ON
MONDAY 15TH MAY 2017 IN HITCHAM VILLAGE HALL COMMENCING AT 7.30PM**

Present: Allan Scott, Chairman; Pauline Squirrell, Vice Chairman; Wendy Crease; Brian Hubbard;
Jim Morgan; Rob Whiting; Michael Creffield, District Cllr; Giles Hill, Play Area Co-ordinator;
Doreen Neun, Clerk/RFO

1.	Election of Chairman and Vice Chairman for 2017-18: Mr Scott and Mrs Squirrell were both nominated and were prepared to continue in post for the coming year. Proposed: Jim Morgan. Seconded: Mrs Crease.
2.	Apologies for Absence: These had been received from Paul Beedham and Robert Lindsay, the newly elected County Councillor following the recent election held on 11 th May 2017. Mr Lindsay had stood for the Green Party.
3.	Declaration of Pecuniary Interest: Mr Scott declared his interest in Mill House Media which is the web host for the Hitcham web site.
4.	Minutes of Meeting held on Monday 13th March 2017: There were signed as being a true record of that meeting.
5.	Matters Arising from Meeting held on 13th March 2017: There were no matters arising apart from those included in this meeting's Agenda.
6.	County Councillor's report: Although Cllr Lindsay had sent his apologies he had sent a report to the Clerk. This covered the make-up of the new County Council; reporting of local pot holes and problems with diversion signs being used in connection with current road works in the area.
7.	District Councillor's Report: a) Emily Yule, from Babergh Law & Governance and Monitoring, had contacted all District Councillors to inform them that Ethos Environmental Planning would be sending a short survey to Parish Councils regarding an Open Spaces Assessment. b) Although Cllr Creffield is no longer on the planning committee he is still willing to help with any planning matters. c) With regard to the land contamination in front of Falls View, the Council's Environmental Officer was now basically happy with the recent revised inspection and the remedial work that had been carried out. A report has been sent to the Planning Department and the normal planning process will go ahead. d) Cllr. Creffield remarked that the first issue of the new style Hitcham News had been very successful.
8.	Police Report: The most recent information on the SNT website showed there had been an incident in the Water Run in March; two thefts in Bury Road and a recent burglary in Brettenham.
9.	Play Area Report: a) The Play Area is looking much better with hedges and grass cut. The Clerk will contact Janice and Neil Gant to confirm whether they are happy to continue to maintain the Play Area and how the Play Area budget would be managed. b) Mr Hill agreed to put a notice in next Hitcham newsletter regarding getting a work party up for spreading wood chip. At the Annual Parish meeting it was mentioned that the local Police Cadets were always looking for community work and they may be able to help. (cont...)

10. Chairman's Report:

- a) Mr Scott felt that the Parish Council should be looking into what the Parish needs and what we should try to be providing. One suggestion is looking at broadband provision at the north end of the village. There is a company in Needham which provides a satellite based broadband. He is awaiting information from the company. It will work best if groups of houses can be put together. Mr Hubbard said he could probably get a link from a couple of properties close to him. Cooks Green also needs more coverage. We could probably provide some funding ourselves together with some from the Government. Mr Morgan felt there was real value in this idea as it would be of help to the community.
- b) Mr Scott had had no response to his article in Hitcham News regarding the Neighbourhood Watch Scheme.

11. Correspondence:

- a) The Clerk reported that due to the recent local election there had been very little sent out from the Council.
- b) The Clerk had received notification from Community Action Suffolk (CAS) that our membership had been renewed for a further year. There is no fee involved and membership is open to everyone involved in the Voluntary, Community and Social Enterprise Sector; all voluntary organisations (no matter how small); parish councils and anyone interested in their work.
- c) Notice of a road closure for road repairs between the 22nd May and 27th May on the B115 High Road, Great Finborough and the B115 Finborough Road Hitcham, along with diversion details, had been received.

12. Planning Matters:

No planning matters had been received. However, a resident had queried the shed which had appeared close to the road on land by The Stable, next to Salisbury House. It was felt that as it was a shed planning permission would not have been needed.

13. Finance:

- a) The Councillors were provided with copies of the 2016-17 Review of Accounts. They discussed and duly approved Section 1, Annual governance statement, of the Review, which was then signed by the Chairman and RFO.
- b) The Councillors went on to go through Section 2, Accounting Statements for 2016-17. The RFO circulated the Balance Sheet for 2016-17 and other relevant documents which supported the figures included under Section 2. Following approval Section 2 was signed by the Chairman and RFO.
- c) The RFO went on to present the current account reports and an up-to-date budget forecast. With all cheques cleared current balances stand as follows:
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| Hitcham Parish Council account | £12,026.81 | |
| Hitcham Community Area account | £593.07 | |
- d) The following payments were approved and cheques drawn accordingly:
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|---------------------------------|-----------|-------------------------------------|
| Hitcham Parish Council account: | | |
| Mr P R Southcott | £55.56 | New backing boards for noticeboards |
| SALC | £309.71 | Annual subscription 2016-17 |
| Mrs D Neun | £300.00 | Clerk's salary April-June 2017 |
| HMRC 120PW00311648.1803 | £75.00 | Clerk's PAYE April – June 2017 |
| Hitcham Community Area a/c | £1,000.00 | Transfer between accounts |
- The first half of this year's precept, £3,275, had been received on 10th April. This means that when all cheques are cleared the predicted balance will be £15,028.62.

(cont....)

