

GAZELEY PARISH COUNCIL

Minutes of the Annual Meeting of Gazeley Parish Council Held on Tuesday 10th May 2022 in Gazeley Village Hall

Present: Cllr Paul Beard (PB), Cllr Robert Connelly (RC), Cllr Ray Francis (RF),
Cllr Kevin Grimwood(KG) , Cllr Wesley Heaton (WH), Cllr Pat Spillane (PS) and Cllr Judy Moatt (JM)

In attendance: Lynne Francis (Clerk) District Cllr Roger Dicker and 5 Members of the public.

22.AM.1	Election of Chairman Nominations: Cllr Judy Moatt proposed that Cllr Paul Beard be elected Chairman, seconded by Cllr Ray Francis. There were no further nominations and Cllr Beard indicated that he was willing to take office. Resolved. That Cllr Paul Beard be elected Chairman of the Parish Council for 2022-2023
22.AM.2	To receive the Chairman's Declaration of Acceptance of Office. The Declaration was signed and counter-signed by the clerk.
22.AM.3	Chairman's Welcome and acceptance of apologies for absence. The Chairman welcomed everyone to the meeting. All councillors were present.
22.AM.4	Election of Vice-Chairman Nominations: Cllr Wesley Heaton was nominated by Cllr Paul Beard, seconded by Cllr Pat Spillane. There were no further nominations and Cllr Heaton indicated that he was willing to take office. Resolved. That Cllr Wesley Heaton be elected Vice-Chairman.
22.AM.5	To receive the Vice Chairman's Declaration of Acceptance of Office The Declaration was signed and counter-signed by the clerk.
22.AM.6	Appointment of working groups for the year. <ul style="list-style-type: none">• Risk Assessment and Assets, Cllr Wesley Heaton• Representative on the Village Hall Committee, Cllr Judy Moatt• Recreation Ground and Playing Field, Cllr Ray Francis
22.AM.7	Financial Matters 1. To approve the Annual Governance Statement for the year ending 31st March 2022 Resolved. That the Annual Governance Statement be adopted by the Parish Council. The Statement was signed by the chairman and counter-signed by the clerk. 2. To approve the Accounting Statement for the year ending 31st March 2022 Resolved. That the Accounting Statement be adopted by the Parish Council. The Statement was signed by the chairman and counter-signed by the clerk. 3. To review the effectiveness of the Internal Audit The Parish Council is confident that every precaution has been taken to minimise risk and that the accounts are properly prepared and approved by the Council.

	<p>4. To sign the Certificate of Exemption for Smaller Authorities As a Smaller Authority with gross income and expenditure under £25,000, the Parish Council is exempt from a limited assurance review by an external auditor. The certificate was signed by the chairman and counter-signed by the clerk.</p> <p>5. Authorisation of outstanding payments. The chairman presented the monthly account which was approved by the council. Cheques were signed by (PS) and (JM). The chairman referred to comments made at the March meeting in which it had been suggested that the Parish Council should set a limit for charitable donations and donations to village organisations when determining the level of the precept in future. It was suggested that the total amount for donations should be set at 10% of the precept with no more than 30% of the total being awarded to any one organisation. The majority of councillors agreed with this in principle. All applications for funding would be considered before the precept is fixed as usual. (KG) asked the clerk to minute that he did not approve of a 30% ceiling for a single applicant.</p>
22.AM.8	<p>To confirm Parish Council Meeting Dates for the forthcoming year. In common with many other parish councils in the district, it had been suggested that Gazeley Parish Council might consider meeting every other month in future rather than monthly at present. After some discussion it was resolved that meetings would be held in May, July, September, November, January and March for 2022-2023 and this would be reviewed again at the next Annual Meeting.</p>
22.AM.9	<p>Parish Matters</p> <p>1. To approve the minutes of the meeting of 12th April 2022 The minutes were approved as a true record of the meeting and signed by the chairman.</p> <p>2. Clerk's Update on Outstanding Issues</p> <ul style="list-style-type: none"> • The clerk has written to Highways to ask when we can expect the new posts for the solar-powered SID to be installed. The quoted 14 week maximum period for the installation expired today. • The adoption of the new LGA Model Councillors' Code of Conduct will be placed on the agenda for the July meeting. • The clerk noted that Sue Prigg, our internal auditor, had sadly died last week after a long illness. The Kentford Parish Council clerk had suggested that their auditor might be able to help but he lived in Woodbridge and his fee was on the high side. Alternative names, more local to Gazeley, were suggested which the clerk will pursue. • The Festival of Suffolk Torch Relay will travel through the village on Saturday 14th May at approx. 1420. The actual time had been revised and confirmed this week. • Paul Wiseman has passed details of his solicitor to the parish council.
22.AM.10	<p>Blacksmith's Forge To approve a draft Property Access Licence Agreement and review the current situation. Councillors had been issued with a draft licence for consideration.</p>

	<p>This had been approved with some minor amendments and it was Resolved that the licence should now be sent to Mr Wiseman's solicitor for signature and return.</p> <p>It was agreed that a charge of £120 per calendar month, payable in advance, should be applied for the installation of scaffolding on the village green, which had been initially carried out without the permission of the parish council. The demolition order on the forge is still 'live' and it is not certain what the outcome will be. Officers of West Suffolk Council are liaising with the parish council as the case progresses. Meanwhile the bus shelter is still out of service and our contractors are only able to cut half of the village green because of the safety fencing surrounding the forge.</p>
22.AM.11	<p>Planning Matters To consider the following planning applications:</p> <p>DC/220455/HH Erection of car port, 5 All Saints' Close The parish council raised no objections to the application. It was felt that it is for local residents to forward any concerns to the planning department direct.</p> <p>DC/22/0646/HH Front porch, side porch and single storey rear extension 40 Tithe Close. The parish council raised no objections to the application.</p> <p>DC/22/0660/HH Detached garage, The Hutch, 2-4 Stubbins Lane No objections were raised to the application.</p>
22.AM.12	<p>Councillors' Reports</p> <p>JM reported that the grass in Highwood Crescent was getting very long. It was noted that the height of the fence at 52 Highwood Road has still not been reduced. It completely obscures the view of motorists on a blind corner. As a member of All Saints' PCC, she reported that lots of events had been planned and there were a number of works that had to be carried out. In the long term they aim to install kitchen and toilet facilities at the church.</p> <p>PB noted, as the clerk had reported, that the period of 14 weeks for the installation of the SID posts had now expired. He had issued the latest set of figures from the SID.</p> <p>PS noted that the Speedwatch group is now up and running and making their presence felt in the village.</p>
22.AM.13	<p>To confirm the date of the next meeting of the parish council. The next ordinary meeting of the Parish Council will be held in Gazeley Village Hall at 7.30pm on Tuesday 12th July,</p> <p>The Annual Parish Meeting will be held in the village hall on Tuesday 24th May at 7.30pm.</p>

PAYMENTS & RECEIPTS**MAY****2022**

Payments	Amount	Cheque No.	Receipts	Balance
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	£			
S.P. Landscapes	120.00	1245		
	£			
Suffolk County Council	575.45	1246		
	£			
Mr P. Jaye	550.00	1247		
	£			
Gazeley PCC	300.00	1248		
	£			
Gazeley Events Committee	250.00	1249		
	£			
Moulton Pre-School	250.00	1250		
	£			
SARS Donation	100.00	1076		

Receipts

West Suffolk Council. Precept		£16,600.00
Interest		£ 0.16

£2,145.45**£16,600.16****Balance of Accounts**

	£
Treasurer's Account	9,550.80
Instant Access Account	£25,632.69

Total Balance of Accounts	£35,183.49
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10.5.22

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