



CREETING ST MARY PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Creting St Mary on **Thursday, 26th May 2022 at 7.45pm.**

Present:

Councillors: S Haynes (Chair)
H Craggs
R Coton
P Scully
N Smart
L Plummer
C Gordon

In Attendance: J Blackburn - Clerk

CSM32/22/23 – ELECTION OF CHAIR

Cllr Sue Haynes declared the meeting open.

Cllr Craggs proposed that Cllr Haynes be elected as Chair, which was seconded by Cllr Smart.

Decision – Cllr Haynes was duly elected Chair. The Declaration of Acceptance of Office was completed and signed.

CSM33/22/23 – ELECTION OF VICE-CHAIR

Cllr Scully proposed that Cllr Craggs be elected as Vice-Chair, which was seconded by Cllr Gordon.

Decision – Cllr Craggs was duly elected Vice-Chair.

CSM34/22/23 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Palmer and Cllr Cage.

CSM35/22/23 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

CSM36/22/23 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

CSM37/22/23 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 21st APRIL 2022

It was AGREED: That the minutes of the meeting held on 21st April 2022 be approved as a true record and signed by the Chair.

CSM38/22/23 – TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

- i) **SUFFOLK ASSOCIATION OF LOCAL COUNCILS (SALC) – Decision** – Cllr R Coton was appointed representative to SALC.
- ii) **COMMUNITY ACTION SUFFOLK (CAS) – Decision** – It was noted that a rep was not needed for CAS.

It was AGREED: That the Annual Subscription for SALC of £345.31 be approved.

CSM39/22/23 – PUBLIC FORUM

There were no members of the public present.

CSM40/22/23 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR M HICKS

Cllr Hicks was not present at the meeting. His report had been circulated and noted at the Annual Parish Meeting held earlier this evening.

CSM41/22/23 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLRS NORRIS & CLLR PHILLIPS

Cllr Norris was not present at the meeting. His report had been circulated and noted at the Annual Parish Meeting held earlier this evening.

Cllr Craggs reported that he had attended the opening of The Duck and Teapot at Needham Lake, which had been very successful and was a good event. He stated that he would highly recommend people visiting the new Café.

CSM42/22/23 – DISCUSS 30MPH SPEED LIMIT AT ALL SAINTS ROAD (A140 END)

It was AGREED: That in the absence of the County Councillor this item be deferred to the next meeting.

CSM43/22/23 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERKS REPORT

The Clerk report that she had received an email from a resident in the new bungalows on All Saints Road in relation to the many ducks in the area, including baby ones, and how speeding motorists were making it a dangerous place for them to be. She asked whether signage would be able to be provided to make motorists aware of the presence of the ducks with the Parish Council supporting such signage.

The Clerk explained that she had replied to the resident, following liaison with the Chair, stating that whilst she sympathised with the resident the Parish Council would not be able to assist with any signage as it would not be a priority for the Highways Department who the Parish Council would liaise with in the first instance.

She added that homemade signage could be a way forward and had observed such signage in nearby villages.

b) ANNUAL GOVERNANCE STATEMENT

The Annual Governance Statement was completed by the Council and signed by the Chair and the Clerk.

c) END OF YEAR 31ST MARCH 2022 STATEMENT OF ACCOUNTS

The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk.

d) TO RECEIVE THE INTERNAL AUDIT REPORT

The Clerk reported that all had gone well with the Internal Audit with no recommendations being made.

e) TO RECEIVE THE CLERK'S FINANCIAL REPORT

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 23rd May 2022 was £32,007.33.

f) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (May)	£339.40
Jennie Blackburn	Clerk's Office Allowance/Exp (May)	£43.91
Vertas Group Ltd	Grass Cutting	£335.02
CFB IT Solutions	Mailbox Hosting (May)	£6.00
D Allen	Installation of Bike Stand at VH	£13.98
Sovereign	Replacement Handle (Play Equipment)	£60.64
Great Bricett PC	Ink Cartridges Contribution	£111.07
Great Bricett PC	Box of Paper Contribution	£4.49
J Palmer	Installation of Jubilee Tree Plaque	£17.90
Jennie Blackburn	Clerk's Pay (Jun)	£339.40
Jennie Blackburn	Clerk's Office Allowance/Exp (Jun)	£34.33

It was AGREED: That payments totaling £593.01 be approved.

The following receipts were also noted:-

MSDC	Precept (1st instalment)	£5,565.00
MSDC	CiL	10,223.98

CSM44/22/23 – CODE OF CONDUCT

The Clerk reported that the new Code of Conduct had been issues from the National Association of Local Councils which required all local councils to adopt the new Code.

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

CSM45/22/23 - PLANNING APPLICATIONS

Ref: DC/22/02362 - Householder Application - Erection of front porch extension - 19 All Saints Road, Creting St Mary

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

CSM46/22/23 - PLANNING DECISIONS

It was NOTED: That the following planning decision had been received:-

Ref: DC/22/01339 - Householder Application - Erection of single storey side extension (following removal of existing conservatory) - Erection of new timber framed porch to front elevation (following removal of existing) - 16 St Marys Road, Creting St Mary - **Granted**

CSM47/22/23 – BREHENY – PROPOSED FOOTPATH UPDATE BY RALPH DAFF

This item was discussed and an update given by Ralph Daff at the Annual Parish Meeting held earlier this evening.

CSM48/22/23 – UPDATE ON LILLEY'S WOOD

Cllr Craggs reported that a site meeting was held on 4th May 2022 which he attended along with William Barnes, Joan Hardingham and a representative from the Suffolk Wildlife Trust.

The Clerk had circulated an update from the site meeting provided by William Barnes prior to this meeting.

Cllr Craggs stated that three key areas were noted:

- Cutting down of the Alder Trees – to be used for fencing
- Old fences removed
- Clearings be cleared in the Autumn

Cllr Craggs explained that he had emphasised at the meeting that the site was still a parish resource as well as a Nature Reserve and the provision of benches would give members of the public somewhere to sit and enjoy the surroundings.

He added that events planned to be held at the site in the future such as an Orchid Walk which was due to take place on 26th June and had been advertised in the Newsletter. Also, Bat Walks and Bird Song events could be held every quarter.

In relation to signage he reported that a main sign would be beneficial and QR code signs dotted around the site where people could scan them and be taken to a website that would hold a variety of information. This information could be changed and updated as new things occurred at the site.

Cllr Haynes stated that historical information would be a good idea on the main sign and asked Cllr Smart and Cllr Coton to be involved in this.

The Clerk reminded members that in relation to the insurance policy any works should have a Risk Assessment carried out before any works commenced.

Members felt that in relation to the provision of benches, the ones with a plank on top of posts would be in keeping with the site.

It was AGREED: That Cllr Smart put together an historical piece about the site to be used on a sign.
That Cllr Coton produce the sign
That Cllr Craggs and Cllr Gordon looking the process of the QR Code signage.

CSM49/22/23 - REPORTS

Blacksmiths Field – Cllr Palmer was not present the meeting.

SALC – Cllr Coton reported that the next meeting was due to be held on 7th June 2022. There was also a webinar due to take place of the Code of Conduct on 20th June. Cllr Craggs informed members that he had registered to join this meeting.

Footpaths – Cllr Scully reported that FP5 – all broken wooden slats had been repaired and FP31 - a new wooden bridge had been installed.

Cllr Haynes reported that a new fence had been erected at the old quarry at the top of Creeping Hills.

Village Hall – Cllr Haynes had nothing to report.

Sustainability – Cllr Craggs had nothing to report.

CSM50/22/23 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- Social Club had asked the Parish Council to purchase the fireworks again this year.
- Dog Mess on footpaths near Creeping Hills
- New flowers planted near the bench/noticeboard
- Wall and signage knocked down on Jacks Green Road due to a speeding car
- Fire at a property in St Mary's Gardens last September – owners still in rented accommodation – possible help from the Welfare Charities.

CSM51/22/23 - DATES OF MEETINGS FOR 2022/23

Thursday, 14th July 2022 – 7.30pm

Thursday, 8th September 2022 – 7.30pm

Thursday, 20th October 2022 – 7.30pm

Thursday, 8th December 2022 – 7.30pm

Thursday, 19th January 2023 – 7.30pm

Thursday, 9th March 2023 – 7.30pm

CSM52/22/23 – DATE OF NEXT MEETING

It was AGREED: That the next meeting would be held on Thursday, 14th July 2022.

The meeting finished at 8.45pm.

Chairman: Dated: