

# BADINGHAM PARISH COUNCIL

## Minutes of the Annual Meeting of the Parish Council (AGM) held on Thursday 26 May 2022 at 7.00 pm

in Badingham Village Hall, Low Street, Badingham IP13 8JT

Members: Cllrs Bowe; Frost; Horrocks; Mountain and Welham (apologies for late arrival accepted). Also present the Clerk. County Cllr Burroughes and District Cllr Cook present for some of the meeting.

1. **Election of the Chair:** Cllr Mountain was unanimously voted in as the new Chair and signed the Declaration of Office.
2. **Chair's Welcome:** The new Chair welcomed everyone to the meeting and thanked the outgoing Chair for her hard work and dedication over the years.
3. **Apologies for Absence:** No apologies as all present.
4. **Pecuniary/Non-Pecuniary Interests:** Cllr Bowe declared a Pecuniary interest in agenda item 10a Planning. There were no requests for dispensation. Councillors were reminded of their obligations under the current Suffolk Code of Conduct including the Nolan Principles of Public Office
5. **Other appointments:**
  - a) Vice- Chair – Cllr Bowe was unanimously elected Vice-Chair and signed the Declaration of Office.
  - b) Responsible Financial Officer (RFO)– the Clerk was approved as the RFO.
  - c) Personnel – The Chair and Vice-Chair are responsible for personnel matters.
  - d) Any other relevant roles and /or responsibilities - Cllr Welham is responsible for Pocket Park and Green Spaces; Cllr Horrocks is the Council representative for the Village Hall; other roles may become obvious as the year progresses.
6. **Minutes:** The minutes of the meeting 28 April 2022 were approved and signed by the Chair.
7. **Public Forum:** There were no members of the public present and no issues had been raised with the Clerk.
8. **Report from County Councillor Stephen Burroughes:** County Cllr Burroughes reviewed his annual report previously submitted at the APM on 20 May 2022. (Note it is listed on the appended reports). He thanked Cllr Frost for her work over the years and welcomed the new Chair. He stressed the importance of technology in allowing him to participate via Zoom or similar, to many more Parish Council meetings than previous, and confirmed he would support any application to purchase equipment to enable Badingham to use the internet for his future attendance. He confirmed the £1000 Locality Budget grant to complete the redecoration of the Village Hall is being processed. He stressed the County need for more foster parents to come forward.  
*Action: The Chair to include some information re fostering in the next Echo publication*
9. **Report from District Councillors Lydia Freeman/Maurice Cook:** District Cllr Cook reviewed his report (previously distributed) as listed on the website.
10. **Planning:**
  - a) The following application – DC/22/0854/VOC – variation of condition 2 of DC/20/4106/FUL @ Stables and Manège, Mill Road was discussed. Cllr Bowe left the room while discussions took place. It was unanimously agreed to object to the variations requested for the following reasons: removal of the hedge; increased ridge height; application already approved therefore no need for further amendments. *Action: Cllr Frost to provide the clerk with policy numbers to base our objection on for submission by the Clerk by 7 June*
  - b) There were no other planning matters for information only. Cllr Bowe re-joined the meeting.
11. **Accounts:**
  - a) The list of payments for approval totalling £1402.06 (previously circulated) was unanimously approved and signed by 2 Councillors.
  - b) The bank reconciliation for the 30 April 2022 (previously circulated) was approved and signed by the Chair.
  - c) The financial statement report of Budget vs. Actual was approved as previously circulated. It was unanimously resolved to approve the proposed Virement of £217 from the interim clerk budget to the Jubilee budget. The clerk confirmed the budget for the general expenses will overrun and that money needs to be found elsewhere. She suggested some Training budget might be moved to accommodate this, leading to a

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discussion about training needs. **Action:** Clerk to send modules to all Councillors to review

Cllr Welham confirmed Kindlewood prices have increased by £10 per cut so the grounds maintenance budget will need monitoring. A Leiston Press invoice for the Jubilee program printing was submitted for paying under the Jubilee funds in June.

## 12. Bank Account:

The Clerk confirmed the new mandate was operational. There was no update on the complaint with Barclays Bank. Cllr Sweeney to proceed with a claim via the Ombudsman and distribute to all. **Action:** Cllr Sweeney to instigate

Cllr Sweeney produced an internet banking report. It was resolved to open a current account with Starling Bank asap leaving a minimal amount in the Barclays current account. The deposit account to remain as is until a September review on how well internet banking is working. To then consider closing all Barclays accounts. New signatories are Cllrs Mountain, Sweeney and Bowe, the clerk as administrator. **Action:** Clerk to start the process with Starling bank

## 13. Update on the Village Hall:

- a. The social media presence created by Cllr Sweeney was attracting enquiries; she will regularly refresh the post. We are now listed on the 'Your Hall' website with Community Action Suffolk. Siting a Clothing Bank was considered as a possible income stream. **Action:** The Clerk to pass on possible funding opportunities
- b. The quote for the projector and screen was reviewed and deemed costly. Other options to be sourced. **Action:** Clerk to enquire with County Cllr Andrew Stringer re projector and sound for the VH and confirm Laxfield's system details; Cllrs to make enquiries as well if possible

14. Outside area refurbishment: Enterprise Badingham (EB) are keen to get involved and have the manpower. It was agreed The Jubilee Garden would be an appropriate name. **Action:** Cllr Bowe to discuss with EB ; all Cllrs to bring ideas to the next meeting on how best to use the space.

15. **Pocket Park:** The ROSPA report needs actioning asap. New signage received for installing asap by Cllr Welham. **Action:** The Chair to agree a day and time convenient for as many Cllrs as possible meet at the park and determine what needs doing

**STANDING ORDER 3'x'** was suspended to allow the meeting to continue for another 10 minutes.

16. **Platinum Jubilee Celebrations:** Cllr Frost summarised the arrangements and where volunteers / help was still required. It was noted that not all parishioners have received The Echo which contains the Jubilee program. **Action:** Cllr Sweeney to expedite delivery of The Echo via the editor

17. **Website update:** Deferred to the next meeting.

18. **Strategic Plan:** To review the strategic plan started at the previous meeting – deferred to the next meeting.

19. **Motion under the Public Bodies** There were no motions required to exclude the public and press for discussions regarding personnel.

The meeting closed at 9.40 pm.

Caroline Emeny

Clerk and Responsible Financial Office to Badingham Parish Council