

# BADINGHAM PARISH COUNCIL

## Minutes of a Meeting of the Parish Council held at 7pm Tuesday 7 May 2024

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

Members: Cllrs Mountain, Bowe, Welham and Lindesay. County Councillor Stephen Burroughs. District Councillor Owen Grey. Also present the Clerk and one member of the public.

1. **Election of the Chair:** Cllr Mountain was unanimously re-elected as the Chair and signed the Declaration of Office.
2. **Chair's Welcome:** The Chair welcomed everyone to the meeting and thanked our County Councillor, Stephen Burroughs, District Councillor Owen Grey and the member of the public present, for coming to the meeting.
3. **Apologies for Absence:** Apologies received and approved from Cllr Sweeney.
4. **Pecuniary/Non-Pecuniary Interests:** There were no interests declared and no requests for dispensations. The Chair declared an interest in agenda item 12.a) (ii)
5. **Other appointments:**
  - a) Vice-Chair – Cllr Bowe was unanimously re-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 Cllr Sweeney are responsible for personnel matters.
  - d) Any other relevant roles and /or responsibilities - Cllr Welham is responsible for Pocket Park, Green Spaces and ecology in the village.
6. **Minutes:** The minutes of the meeting 12<sup>th</sup> March 2024 were approved and signed by the Chair.
7. **Matters arising from those minutes** Grass verges: Councillor Welham has agreed to remove the sign. *Action: Clerk to inform resident*
8. **Public Forum:** (i) Member of the public present in regard to planning application to state his case under item 12 (ii) Planning (ii) Email received from Hastoe Housing and a member of the public in attendance at earlier APM in regard to the overflowing ditch that runs down from pocket park to the main road, Badingham. **PC agreed the following actions:** *Cllr Grey to check with land registry regards the land ownership and refer back to East Suffolk Services to enquire about a clean up. Cllr Bowe to visit site to take DC/24/1084/FUL photos and report back on exact location. Cllr Welham to view the site.*
9. **Report from County Councillor** Has been uploaded on the website
10. **Report from District Councillors Grey and Langdon-Morris and ESC Leader's Monthly Bulletin:** Two reports circulated at previous APM meeting and uploaded on the website.
11. **Governance and Statutory Business:**
  - a) Updated Risk Assessment scheduled was approved and signed by the Chair.
  - b) The annual AGAR documents as follows: (i) Certificate of Exemption Form 2; (ii) Section 1 Annual Governance Statement; (iii) Section Two Accounting Statements were approved and signed by the Chair.
  - c) The Accounting Statement for year ending 31 March 2024 was approved and signed by the Chair.
  - d) The Annual Regular payments were approved and signed by nominated Councillors Mountain and Lindesay.
  - e) The schedule of meetings for the coming financial year were agreed to be emailed to Councillors. *Clerk to action.*
12. **Planning:**
  - a) The following planning applications were discussed:
    - (i) DC/24/0874 The internal remodelling of an existing four bed house Twin Oak Drive. The PC approved the application.
    - (ii) DC/24/1084/FUL Retrospective Application, Agricultural Building Wood Farm, Badingham. The Chair temporarily left the meeting while application was discussed. It was agreed to object as detailed on the planning portal.

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- b) Any other planning determinations received: DC/23/3893/LBC Listed building consent permitted. Council informed.
- c) No other planning matters for information only.
- d) How can we protect the integrity of the village: Motion postponed until next meeting as a separate stand alone item.

### 13. Accounts:

- a) Payments totalling £3,858.82 (previously circulated) were unanimously approved and signed by 2 Councillors. Payments for Village Hall totalling £1,699.01 (previously circulated) were unanimously approved and signed by 2 Councillors.
- b) Receipts to note: £11,203 CIL. £6975.00 Precept. £382.43 VAT refund.
- c) The bank reconciliation as at 31 March 2024 and 30 April 2024 (previously circulated) were approved and signed by the Chair.
- d) Update on internet banking: It was agreed for Cllr Lindesay to be set up and added to the Unity Trust internet banking. The statement in regard to internet banking was reviewed and approved.
- e) Purchase of Coronation Plaque for tree in the church: Budget agreed to be set around £50.00. *Action: Chair will research plaque poetry and report back to PC with a poem to commemorate.*
- f) Annual Charity Donation: £100 budget agreed for Air Ambulance. *Action: Clerk to organise*

**14. Village Hall:** Reported that previous Clerk has handed over all village hall matters, including accounts to the Chair and bookings secretary of village hall management committee and confirmed they have their Unity Trust logins. The Chair requested a financial review. *Clerk to Action.*

**15. Pocket Park and Open Green Spaces:** Two cuts have been carried out. Pocket park trees have been cut down. Cllr Welham will view the play equipment to check that the climbing frame is safe for use and will look into small play equipment for younger children. Report that the small part of the gate cannot be shut and is problematic. *Action: Cllr Welham to check this over.*

**16. Wifi/BT Update:** In Cllr Sweeneys absence, this is to be carried forward.

**17. Plug in Suffolk:** Has been handed over to Village Hall. Clerk to keep updated with progress.

**18. Correspondence Received:** Previously circulated.

**19. Motion under the Public Bodies (admission to meetings) Act 1960:** Nothing to note.

The meeting closed at 8.58pm.

**The next meeting is on 25<sup>th</sup> June 2024 at 7pm.**

*Caroline Byrne* - Clerk and Responsible Financial Office to Badingham Parish Council