

Felsham Parish Council

Minutes of the Parish Council Meeting held on 17th April 2018 in the Village Hall

Present: Cllr Simon Garrod (chair) Cllr David Simpson Cllr Harry Wragge
Cllr Hayley Nunn Cllr Ken Sparkes Cllr David Williams

Mrs. Paula Gladwell (Clerk) County & District Cllr Penny Otton
0 member of the public

- 2017/2098 **Apologies for Absence** - Cllr Mark Tavernor
- 2017/2099 **Declarations of Interest and requests for dispensation** – None
- 2017/2100 **Minutes of Parish Council Meeting** – It was proposed by Cllr Garrod that the minutes of the previous Parish Council Meeting were approved with all in favour. The Parish Council Meeting minutes of 20th March 2018 were signed as a true record.
- 2017/2101 **County & District Councillor Otton** – Cllr Otton gave her report, which had been circulated, and is attached to these minutes.
- 2017/2102 **Public Participation** – No questions
- 2017/2103 **Clerks Report** – It was confirmed that with the deadline date for the new Data Protection regulations fast approaching the clerk will update council at the next meeting with the requirements and way forward. It was noted that on current advice from SALC an external Data Protection Officer would be required.
It was noted that the new external auditors required the internal audit to be carried out before the end of year accounts were authorised by council. The clerk confirmed that the accounts files had been passed to the internal auditor and completion of the annual return and approval of the end of year accounts would be listed on the May agenda. The Certificate of Exemption form was completed by the clerk and chairman which qualifies the council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
- 2017/2104 **Planning** – It was Resolved to submit the following comments to MSDC for application no. DC/18/01477 Tree Preservation Order Ref MS68/A1 - Fell 1 No. Sycamore tree (T1) Prune 1 No. Sycamore/Ash tree (T2) Fell 1 No. Sycamore tree (T3), Khurrem House, Church Road - *"Felsham Parish Council have NO OBJECTION to this application based on the information available"*
- 2017/2105 There were no MSDC decisions to note.
- 2017/2106 **Finance** – The following payments were approved. Prop by Cllr Wragge, sec Cllr Garrod with all in favour. Clerks Salary for March.
- 2017/2107 HMRC Q4 Payment
- 2017/2108 Salc Subscription £250.09
- 2017/2109 SCC Street Lighting £150.86
- 2017/2110 Hall Hire £110.00
- 2017/2111 MSDC Bin emptying £240.00
- 2017/2112 It was Resolved to make a donation of £25.00 to Village News following their recent request for funding help, proposed by Cllr Garrod, seconded Cllr Wragge with all in favour.
- 2017/2113 It was Resolved to award under S137 donations of £25 each to; Headway, EACH, SARS, Age Concern and East Anglian Air Ambulance. Proposed Cllr Garrod, seconded Cllr Wragge with all in favour.
- 2017/2114 It was resolved to award the budgeted £50 to Mid Suffolk CAB Proposed Cllr Garrod with all in favour.
- 2017/2115 **Correspondence** – There were no comments to tabled correspondence.
- 2017/2116 **Village Maintenance** – Tree Officer Report – No report
- 2017/2117 It was noted that grass cutting of the greens and playing field would commence when the contractors determined that conditions permitted.

- 2017/2118 **Conservation Area** – Conservation Officer Report – Cllr Simpson reported that there had been no update from enforcement on the two ongoing issues and that this would be chased up. Cllr Otton agreed to highlight both to the Planning Office.
- 2017/2119 There were no further Conservation matters reported.
- 2017/2120 **Footpaths** – Footpath Officer Report – Nothing new to report. The broken posts around Brook Farm would be reported again.
- 2017/2121 There were no further Footpath matters reported.
- 2017/2122 **Neighbourhood Plan** - Deferred.
- 2017/2123 **Matters to be brought to the attention of council** – None

The Annual Parish Council Meeting will be held in the Village Hall on Tuesday 15th May 2018 and will follow the Annual Parish Meeting.