

HARGRAVE PARISH COUNCIL

Minutes of the Annual General Meeting (AGM) held on Thursday 09th May 2019
at 7.30pm in Hargrave Village Hall

PRESENT

David Taylor (DT) - Chairman
James Perry (JP)
Peter Reddick (PRed)
Paul Rogers (PR)
Mary Evans (ME)
Mike Chester (MC)
Antonia King (AK) – Clerk

1. APOLOGIES FOR ABSENCE

1.1.	Sue Hammond (SH) and Sally Cansdale (SC) gave their apologies in advance of the meeting. Ron Ambridge (RA) was absent.	
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2. ELECTION OF THE CHAIRMAN

2.1.	DT was re-elected as Chairman	
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3. ELECTION OF THE VICE CHAIRMAN

3.1.	James Perry was re-elected as Vice Chair.	
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4. WELCOME TO NEWLY ELECTED PARISH COUNCILLORS AND PAPERWORK

4.1.	DT completed the declaration of office acceptance and was countersigned by AK.	
4.2.	JP completed the paperwork, which was countersigned by AK.	
4.3.	DT welcomed all the newly elected Parish Councillors to the meeting. AK collected relevant paperwork.	

5. DECLARATION OF INTERESTS

5.1.	Those present were asked if they had any declared interest in the items on the agenda. None were declared (see attached sheet).	
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6. MINUTES OF THE LAST AGM (10.05.18)

6.1	The minutes of the last AGM were approved by all present and signed by DT.	
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7. MINUTES OF THE LAST MEETING 07.03.19

7.1	The minutes were approved by all present and signed by DT.	
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8. PUBLIC FORUM

8.1	No members of the public were present.	
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9. CLERKS REPORT (MATTERS ARISING FROM LAST MEETING ON 09.03.19)

9.1	Village Green – DT confirmed that the pond is definitely part of the green. DT is not keen to pursue the matter with Ickworth Estate as this has led to difficulties in the past. DT confirmed that he is happy to keep the offending branches and foliage under control when he is tending to his own property.	
9.2	Church Wall – PRed reported that £27k had been raised so far, with a heritage lottery grant application to be submitted this month. Enough has been raised so far to be able to underpin and stabilise the wall. MC is to look into funding from the district council locality budget.	PRed/ MC
9.3	Vulnerable Persons/Medical equipment access - DT reported that it was pleasing to know that 30 people in the village attended the recent CPR training, and it was discussed if this should be repeated. AK to speak to the trainer to see what else he can offer. JP felt it would be more useful to focus on prevention, keep fit, etc. ME said that outdoor gym equipment has proved very popular in other villages.	AK
9.4	Hedges – Highways confirmed that they do not deem the hedges a concern. AK to send ME the email complaint for her to review.	AK/ME
9.5	Speeding report – PR reported his report has been forwarded to the speed camera team, who are expected to come out once every 6 weeks – but that is clearly not happening. Speeding will be highlighted once again at the APM. ANPR – there are not enough Police to man the amount of work that it generates, and the cost of increasing the manpower would be too expensive. ME said that it is not a deterrent as a letter is not a ticket. Speed cameras are only installed in accident black spots.	
9.6	Neighbourhood Watch signs – PR confirmed the signs had arrived, and will be put up over the next month,	PR
9.7	Village meeting and litter pick – Organised to continue the actions generated by the NP, the village meeting and litter pick were a success, new village faces joined the meeting and a useful discussion was had. A village hall working group has been established and an energy audit booked for 10.5.19. ME is to forward village hall funding grants information to DT, she confirmed that there is a drive for a more carbon neutral footprint and support for environmental issues. An environmental group is looking into creating a wood at Knowles Green, tree planting and verge reserves. ME is happy to be contacted regarding the verges as Highways have a vested interest in this. The footpaths will be walked and audited to establish accessibility for all. It was also discussed that information notices are put up on the footpaths describing flora and fauna. ME suggested that Great Bradley would be a good reference point as they have done something similar.	ME/DT/ AK

10. ITEMS FOR DISCUSSION

10.1 STANDING ORDER AND CODE OF CONDUCT REVIEW 2019/2020

10.1.1	All councillors confirmed they had read and reviewed the current SO and Code of conduct on the parish website and were happy with it. Next review will in Jan 2020.	
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10.2 CERTIFICATE OF EXEMPTION FOR EXTERNAL AUDIT

10.2.1	DT reviewed and signed the Certificate of Exemption for the external audit, AK countersigned as the RFO. ACTION: AK to send to Auditors	AK
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10.3 EXERCISE OF PUBLIC RIGHTS

10.3.1	It was agreed that the date should be set from 1 st July to 30 th July. ACTION: PR to update the website accordingly.	PR
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10.4 APM

10.4.1	JP and PR confirmed that they would be unable to attend. The agenda is to include a village meeting update, speeding and church appeal. MC and ME confirmed that they should be able to attend. ACTION: AK to organise a letter drop with invites to the villagers. AK to ask Cat Williams if she would be prepared to organise the food and beverages again.	AK
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11. FINANCIAL REPORT FROM THE RESPONSIBLE FINANCE OFFICER

11.1 FINANCE REPORT

11.1.1	The RFO provided her report for the accounts in advance of the meeting. No queries or questions were raised.	
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11.2 INTERNAL AUDIT

11.2.1	Annual Governance Statement 2018/19 was approved and signed by DT and AK.	
11.2.2	Accounting Statements 2018/19 were approved and signed by DT and AK.	

11.3 ACCOUNTS FOR 2018/2019

11.3.1	The year end accounts for 2018-2019 and updated fixed asset report had been circulated in advance. No queries were raised. Copies were signed by DT.
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Financial Officers Summary report

Meeting 09.05.19

The RFO advised current position as:

Treasurers Account reconciled with bank statement dated 18 April 2019	£5659.48
Savings Account reconciled with bank statement dated 18 April 2019	<u>£2244.84</u>
Total reconciled to 18 April 2019:	£7904.32

Notes

- £1000.00 of total above is ring fenced for the donation to repair of church wall £1000.00

Total available as at 18 April 2019: **£6904.32**

Money going out in May:

McGregor Services	£378.00
SALC - subscription	£136.31
Normanton Screenprint	£190.20
Printer Ink – Mrs King	£39.99
Parish Magazine Printing	£74.70

Money due in May:

Precept 2019/2020	£5000.00
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12. REPRESENTATION COMMENTS

12.1 DISTRICT COUNCIL

12.1.1	<p>MC introduced himself as the newly elected councillor for Chedburgh and Chevington ward under the new single council that has been in place since April 1st. He confirmed that CP had retired.</p> <p style="text-align: center;"><u>New District Councillor-An Introduction</u></p> <p>I am Mike Chester, elected Friday May 3rd as your District Councillor to the new West Suffolk Council.</p> <p>I am sure you are all aware of the new Council, but in case it escaped your attention, since April 1st this year St Edmundsbury and Forest Councils have joined together to become West Suffolk Council. The drive to a single council began several years ago with a single Chief Executive shared services and staff, culminating in projected savings of £800,000 p.a. and a more efficient Council.</p> <p>The Boundary Commission have, in order to make all wards more representative of the electorate, reduced the number of Councillors from 72 to 64 and as consequence we now have the new Chedburgh and Chevington Ward containing the villages of: Rede, Depden, Chedburgh, Chevington, Hargrave, Ousden, Lidgate and Dalham. These are villages I serve.</p> <p>The new Council is still Conservative controlled, but with a smaller majority, and I'm proud that this ward, whichever way you voted, had one the largest number of people voting in West Suffolk(42%). This is a big moment for West Suffolk, now the 6th largest Council in the Country and one of the most efficient.</p> <p>I've been a resident of West Suffolk for 32 years, with 18 years in Wickhambrook and more recently Chedburgh since 2012. Locally I have served as Church Warden, Tennis Club Treasurer, Community Council member and Village Fete organiser. I currently chair Chedburgh Parish Council and have been a Borough Councillor since 2017.</p> <p>I would like to take this opportunity to pay tribute to my predecessor Clive Pollington for his work over the previous four years and also thank Hargrave for the honour of serving as your district Councillor.</p> <p>Mike Chester West Suffolk District Councillor- Chevington and Chedburgh Ward Mike.Chester@westsuffolk.gov.uk</p> <p>ACTION: PR to put a copy of the introduction on the parish website. AK to forward to Chris Hartnell for a copy to be put in the newsletter.</p>	PR/AK
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12.2 COUNTY COUNCIL

12.2.1	<p>£45million has been invested in new places for special needs and disability school places. There has been a 18% increase in such a need in part due to: the survival rate for children with very severe needs has improved and early diagnosis of autism spectrum children. 3 new special schools are to be created, one of which will offer residential places. OFSTED have inspected the children special services team, and the report is looking very positive.</p> <p>County Lines continues to be a focus, with County Upper falling prey to it most recently. Keir Construction Group in Ipswich are taking on vulnerable people as apprentices in a bid to help.</p> <p>This years budget has been set at £520million, 75% of that budget will be spent on people services, with the remaining being divided amongst Highways, Police, etc.</p> <p>The Rural Policing Crime Unit are planning another meeting in October bringing together neighbouring communities to tackle problems.</p>	
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12.3 POLICE

12.3.1	The Police did not attend or submit a report.	
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13. PLANNING APPLICATIONS

13.1	No applications have been made.	
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14. VILLAGE HALL

14.1.	Nothing to report.	
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15. NEIGHBOURHOOD WATCH REPORT

15.1	PR confirmed no major incidents to report re Hargrave.	
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16. CORRESPONDENCE

16.1.	AK confirmed all correspondence had been circulated by email.	
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17. ANY OTHER BUSINESS

17.1.	SARS have requested a charitable donation – PRed pointed out they have attended several emergencies in the village this year, and suggested a donation is given in recognition of their work. Everyone agreed, and £100 was donated.	AK
17.2.	CP has retired, it was agreed that DT would write a letter of thanks to him,	DT/

	PRed to organise a bottle of wine to be delivered. AK to source his address.	PRed/ AK
17.3.	The APM could raise some villagers concerns regarding what is happening with the development and planned development in Barrow. AK to contact the clerk in Barrow to get an update so we can be prepared for any possible implications it may have on us as a neighbouring village.	AK

18. DATE OF NEXT MEETING

Annual Parish Meeting (APM) on Thursday 30th May 2019 at 7.30 pm.

Signed (Chairman)

Date