



HENSTEAD WITH HULVER STREET
PARISH COUNCIL



Minutes of the Annual Meeting of the Council

held at THE VILLAGE HALL HULVER

on Tuesday 2nd May 2017

Commencing at 7.30pm

1/17 Present

Cllrs. Ms A Belcher, D Glanfield, D Hadingham, Ms P Block
J.A. Armstrong Clerk, Cllr C Rivett WDC
2 members of the public

2/17 Chairman

In the absence of the Chairman and Vice-Chairman Cllr Hadingham took the Chair

3/17 Apologies for absence

Cllr. B Horwood, N.Snudden, J.C.Armstrong

4/7 Election of Chairman for 2017/18

Cllr N Snudden was proposed by Cllr Glanfield and seconded by Cllr Ms Belcher
there being no other nominations Cllr Snudden was elected as Chairman for 2017/18

5/17 Election of Vice Chairman for 2017/18

Cllr Armstrong was proposed by Cllr Hadingham and seconded by Cllr Glanfield
there being no other nominations Cllr Armstrong was declared elected as Vice
Chairman for 2017/18

6/17 Declaration of interest

None

7/17 Minutes of the Meeting of 7th March 2017

**Proposed Cllr Belcher seconded Cllr. Block that the minutes of 7th March 2017
accepted as a true record. This was agreed.** The minutes were signed by the
Chairman.

8/17 Matters arising

Cllr Hadingham asked about spare batteries for the speed sign. The clerk reported
that Shadingfield had purchased batteries from a local source and these are working
well. The clerk will produce an order for two sets. Cllr Hadingham asked about the
possible use of a solar panel. The clerk does not know if this is possible. It was
agreed to evaluate the new batteries first.

Signed:- Chairman _____ Clerk _____ Date _____

9/17 Meeting Adjourned for questions from members of the public

There were no questions or comments from the public

10/17 Reports

10/17/1 WDC Report. There was no report from WDC at this point in the meeting.

10/17/2 SCC Report There was no SCC report because of the forthcoming election

10/17/4 Police Report. The clerk reported that there was 1 recorded crime of violence/sexual offence in Wood Lane Henstead in February

The Chairman reconvened the meeting

11/17 Correspondence

Letters/emails had been received from:

WDC with the Notice of Election for SCC

The great get together event details

WDC with details of the Public space protection orders (dogs)

SALC with details of the Duties required at the APM and the AGM of the Council

SALC outlining the new training programme and meetings for this year

12/17 Finance

12/17/1 On a proposition by Cllr Ms Belcher seconded by Cllr Block the following payments were approved:

Stationery and postage for 2016/17 £93.03 payee J Armstrong cheque number 100334

Internal Audit Fee £20 payee G.Mead cheque number 100335

SALC membership fee for 2017/18 £173.06 cheque number 1000336

Printing for the neighbourhood plan £125.00 payee Hussey Knight Ltd cheque number 1000337

12/17/2 Annual Accounts. The clerk presented the draft accounts for the year ended 31st March 2017. Following discussion it was proposed by Cllr Belcher and seconded by Cllr Glanfield that the accounts for the year ended 31st March 2017 be approved and signed by the Chairman. **This was agreed by the council.** The acting Chairman Cllr Hadingham signed the accounts and the external audit return.

13/17 Cllr Rivett joined the meeting at this point.

The Chairman welcomed Cllr Rivett and invited him to give his report. Cllr Rivett reported that the formation of the new town council for Lowestoft and the parish council for Oulton had been completed and a precept would be levied for their finances. Cllr Rivett said that if there was anything that he could assist the parish council with please to contact him.

14/17 Planning

14/17/1 Planning Applications.

There were no planning applications

14/17/2 Outcome of planning applications

DC/17/0765/AME amendment to improve the drive entrance Gate Farm The Street Hulver for Mrs Baker. **WDC Permitted**

15/17 Council Policies

The clerk reported that the current policies currently adopted by the Council were:

- a. Standing orders
- b. Financial Regulations
- c. Financial risk assessment
- d. Health and Safety
- e. Equal opportunities
- f. Publication Scheme (Freedom of Information)
- g. Safeguarding
- h. Complaints procedure
- i. Recording of meetings

The clerk said that there were no changes that needed to be made to any of the council's policies in the list above. **Council agreed that the policies are adopted for the coming year**

16/17 Arrangements for the Annual Parish Meeting

The clerk reported that the APM would be held on Tuesday 16th May 7pm. There will be two specific items on the agenda as well as the statutory items. They will be an update on the Neighbourhood Plan and traffic issues in the village. The meeting will be followed by refreshments.

17 /17 Meeting with the Highways engineer.

The clerk reported that he would be meeting with the highways engineers to discuss highway issues raised at previous meetings. The meeting will be open to Councillors should they wish to attend.

18/17 Any other Business

18/17/1 Church Surround

The clerk reported that he had a communication from Mr Colin Hadingham asking if the Parish Council would consider options for the trusteeship of the Church Surround as he is the last surviving trustee and he wishes to resign as a trustee in the near future. Following a brief discussion it was agreed to place this item on the agenda of the next meeting.

18/17/2 Neighbourhood plan update.

The clerk reported that the consultation stage of the plan would be starting at the weekend and things were progressing well.

19/17 Date and time of next meeting.

The next meeting of the Council will be held on Tuesday 4th July 2017 at Hulver Village Hall 7.30pm

The meeting closed at 8.30pm