



HENSTEAD WITH HULVER STREET
PARISH COUNCIL



Minutes of the Annual Meeting of the Council

held at THE VILLAGE HALL HULVER

on Wednesday 8th May 2019

Commencing at 7.30pm

1/19 Present

Cllrs. J C Armstrong, D Glanfield, Mrs P Block, D Hadingham,
In attendance J.A. Armstrong Clerk,
1 member of the public

2/19 Apologies for absence

Cllrs. B Horwood,

3/19 Declaration of Acceptance of Office

The members present signed the Declaration of Acceptance of Office in the presence of the Clerk.

4/19 Election of Chairman and Vice Chairman for 2019/2020

Following a discussion, it was agreed that the election of Chairman and Vice Chairman for this year would be deferred until the next meeting.

5/19 Chairman for this meeting Cllr. Armstrong took the Chair

6/19 Declaration of interest personal or prejudicial to this agenda

There were no declarations of interest.

7/19 Minutes of the Meeting of 3rd April 2019

Proposed Cllr Block seconded Cllr. Glanfield that the minutes of 3rd April 2019 be accepted as a true record. This was agreed. The minutes were signed by the Chairman.

8/19 Matters arising

The Clerk reported that as a result of the election for the new district Council Mr Norman Brooks had been elected for the Wrentham, Wangford Ward. The Clerk will invite Cllr Brooks to the next meeting of the Council.

Meeting Adjourned for questions from members of the public

A resident reported that there is still a problem of flooding at the Arch. The clerk will report the matter to ESC.

9/19 Reports**9/19/1 ESC Report.**

There was no ESC report

9/19/2 SCC Report.

There was no SCC report

9/19/3 Police Report.

There was no police report

The Chairman reconvened the meeting**10/19 Correspondence**

Letters/emails were received from:

SALC with details of sessions for new Councillors during June.

ESC with details of the next world of planning meeting 6th June

Lowestoft Town Council with details of a new councillor session they are offering

SCC Highways with details of the Verge cutting programme for this summer

11/19 Finance**11/19/1 Outstanding invoices.**

Printer Ink £34.00 payee J Armstrong cheque number

11/19/2 Accounts for the year ended 31st March 2019

The clerk/RFO gave a report on the Accounts for the year ended 31st March 2019 following discussion, it was proposed by Cllr Hadingham, seconded Cllr Glanfield that the accounts be approved. The Chairman signed of the Accounts.

11/19/3 Internal Audit Report for the year ended 31st March 2019

The clerk reported that the Internal Audit report had been received and that there were no issues as a result The Internal Auditor had signed the report. The report was received and noted by the Council.

11/19/4 Annual Governance Report for the year ended 31st March 2019

The Clerk explained the content of the Annual Governance Report. Following discussion, a proposition was made by Cllr Block, seconded by Cllr Armstrong that the Council had fulfilled the requirements of the report and that it should be signed off. The Chairman signed the report.

11/19/5 Accounting Statement for 2018/2019.

The Clerk/RFO explained the content of the Accounting Statement. It was proposed by Cllr Hadingham, seconded by Cllr Glanfield that the Accounting Statement for 2018/2019 be approved and signed off. This was agreed.

11/19/7 Exemption Certificate.

The Chairman signed the Exemption Certificate for 2018/2019

11/19/8 Additional Forms associated with the Accounts.

The Clerk explained the additional forms that are required in the Audit. It was agreed that the Clerk should complete the additional forms

11/19/6 Exemption Certificate

On a proposition from Cllr Horwood seconded by Cllr Glanfield it was agreed to authorise the Chairman to sign the exemption certificate as part of the external audit for 2018/19.

11/19/7 Precept

The clerk reported that the first instalment of the precept had been received.

11/19/8 Account Balances

- a) The clerk reported that the current account stood at £10,765.94 and the Savings Account £817.36 as at the 8th May 2019

12/19 Planning

12/19/1 Planning Applications.

There were no planning applications

12/19/2 Outcome of planning applications

There were no outcomes

12/19/3 Appeal

The clerk reported that there no further news of progress on the appeal on land at Hall Cottage was still progressing.

12/19 Annual Review of Council Policies

The clerk reported that there were no recommended changes to any of the Council's policies. It was agreed that the policies remain in use for the coming year.

13/19 Annual Parish Meeting

The Clerk reported that the Annual Parish Meeting would now be held on Friday the 17th May 2019 7pm. The main area of business will be an update of the Neighbourhood Plan and the launch of the Parish Community Plan.

14/19 Vacancies on the Parish Council

Following discussion, it was agreed that members would identify possible candidates for co-option to fill the two vacancies on the Council. The Clerk was asked to co-ordinate the issue and call an additional meeting if necessary, to allow a decision to be made before the deadline to fill expires

15/19 Any other business

There was no other business

153/19 Date and time of next meeting.

The next meeting of the Council will be held on Wednesday 6th June 2019 at Hulver and Henstead Village Hall 7.30pm

The meeting closed at 9pm