

**MINUTES OF MEETING OF
PARHAM PARISH COUNCIL
PARHAM VILLAGE HALL**

Tuesday 7th March 2023 at 7.15pm

1. **The Chairman welcomed everyone to the meeting.**
Apologies for absence were received and accepted from Jason Wood (illness).

Councillors Present

Michael Block (Chair) Michael Gray (vice Chair) Claire Adams
Jonathan Cottrell James Rogers Charlotte Stanley

In attendance

Lydia Kirk (clerk)

2. **There were no declarations of interests.**
3. **The minutes of the meeting of 17th January 2023 were approved as a true record of the meeting.**
4. **There were no matters arising.**

PUBLIC FORUM

There were no members of public present. The Ward Councillor's report has been shared with Councillors and published on the village website.

5. **The Chair had nothing to report.**

6. **Clerk's Report**

The Clerk has booked an appointment with East Suffolk Council on 31st March to take nomination papers for the election. She is happy to take any completed forms received by then or candidates are welcome to book their own appointments. It was noted that all forms must be hand-delivered.

The solar panels at Silverlace farm have been permitted.

A VAT reclaim for the period to 31st January 2023 has been submitted.

The Search of the Index Map (SIM) regarding land at the Pound has been rejected as the map provided was not an OS map. **ACTION** Clerk to resubmit the SIM using an OS map provided by the Chair.

Regarding the SIM charges, the Clerk can spend up to £150 with the Chair's approval under the Council's current Financial Regulations so she won't need to email all Councillors about such small amounts in the future.

The Clerk has written an article for the Slice of Suffolk parish magazine mentioning the election and upcoming meetings.

7. **Responsible Financial Officer's report**

a) The following payments were approved:

Reference Number	Amount	Payee	Details
P29	£23.60	SLCC	Share of SLCC Membership 2023
P30	£44.00	L. Kirk	£40 ICO Fee & £4 SIM reimbursement
P31	£987.15*	L. Kirk	Pay to 31.03.23
P32	TBC**	SALC	6 months payroll
P33	£137.76	Parham Village Hall	Venue Hire 2022

* This was authorised now to assist the end-of-year accounts.

** This invoice is still awaited but Councillors authorised this up to £30.00

- b) Funds received since the last meeting were noted:
£50.58 HMRC VAT reclaim
- d) As at 28.02.2023, the bank balances were:
Current account £3,763.17
Deposit account £21,774.61
It was noted that over £17,000 of this is held as reserved funds.
- e) In the absence of the Examining Officer, Cllr. Cottrell signed the bank reconciliation and statements to show these were in order.
- f) The year-to-date report on payments and receipts was noted and considered in line with the budgeted figures.

8. The Chair had a site meeting with a SCC Highways Liaison Officer on 17th January and discussed various highways and public footpath issues in the village with him. Sadly he has not heard anything further from the Officer or Councillor Burroughes since the meeting. It was noted that the dangerous metal poles at The Gull have now been spray-painted to make them more visible. **ACTION** The Chair is to draft a letter to Dan Poulter MP expressing our concerns and frustrations about the lack of action on these issues.

9. It was agreed to try and hold a Coronation event on Sunday 7th May similar to the Jubilee event held last year.

ACTION Clerk to check that the PC can hold an event despite Councillors not coming in to Office until 9th May after the election on 4th May. Also to ask for volunteers to help with the event in the next Parish Magazine and to call an extra meeting to discuss the event.

10. Minor changes to the Data Publication Scheme were approved.

11. Correspondence received since the date of the last meeting was considered.

ESC Initial consultation on the Rural Development Supplementary Planning Document- The Council agreed not to send a response to this.

The Clerk is in continued liaison with Barclays regarding its Periodic Review and threats to close the Council's bank accounts. She called them on 8th February 2023 and was advised that the account will not be restricted as she has made contact with them. A mandate change is required and Cllrs Block and Gray signed the form removing A Nicholson as an official.

There was some discussion on the Connect for Health Community Chest Fund but Councillors could not see a need for any of its services in the village presently.

Correspondence from Suffolk Cloud regarding gov.uk domain names and mailboxes was discussed. It was agreed that the village does not need a gov.uk web address but that Councillors should consider setting up separate email addresses for PC business. This can be done using a free mail platform and will be discussed again after the election.

Framlingham Town Council recommended a road in the village for the Quiet Lanes project but Councillors were not minded to nominate the lane as they had reservations about the success of the scheme. They also questioned whether SCC should be funding this scheme at a cost of £600 per Quiet Lane when many important highways signs are not being repaired or replaced.

Nomination papers for the Parish election on 4th May have have been received and were distributed to Councillors for completion if they wish to stand again.

12. Reports & updates from Councillors

The Village Hall representative reported that the Committee had met the previous evening. The January Jinx Social Evening went well and was well-attended.

Biodiversity Group – the works to fell the small cluster of trees as discussed at the last meeting are booked in for later this week.

Other- Cllr. Rogers reported that he has straightened the Village of the Year sign. It was agreed to monitor this and not to relocate the sign to the bus shelter unless the problem recurs.

Cllr. Block will look at the noticeboard opposite The Pightle and see what work is needed to it.

13. Matters to be raised at the next meeting

Councillor email addresses

Councillor training registers

14. The next meeting was confirmed as being the Annual Parish Meeting at 7pm on Tuesday 23rd May. There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.10pm.

Signed: M. Block Date 23rd May 2023
Chair