

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

Tuesday 17th January 2023 at 7.15pm

1. **The Chairman welcomed everyone to the meeting.**
Apologies for absence were received from Ward Councillor Cook and County Councillor Burroughes.

Present

Michael Block (Chair) Michael Gray (vice chair) Jason Wood
Claire Adams Jonathan Cottrell James Rogers

In attendance

Charlotte Stanley Lydia Kirk (clerk)

The chair introduced Charlotte Stanley who was interested in joining the Parish Council. Cllr. Gray proposed co-opting Mrs Stanley. This was seconded by Cllr. Wood and carried. Cllr. Stanley was co-opted on to the Council and signed her Declaration of Acceptance of Office in front of the clerk.

ACTION LK to notify ESC and to pass useful introductory information to CS.

2. **There were no declarations of interests.**
3. **The minutes of the meeting of 8th November and the planning meeting on 6th December 2022 were approved as true records.**
4. **There were no matters arising.**

PUBLIC FORUM

The Ward and County Councillors' reports have been shared with Councillors.
There were no members of public present.

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

6. **Clerk's Report**

The clerk has submitted the precept request and has received confirmation of safe receipt. She attended an information briefing on the elections in May, provided by East Suffolk Council which was very useful.

There is only one more scheduled meeting before the financial year-end and the clerk has started preparing for the internal audit and annual accounts.

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

- a) Payments made since the last meeting were noted:

Reference Number	Amount	Payee	Details
P24	£40.00	G. Whiting	Grasscutting 25.10.22
P25	£450.00	Mark Runnacles Garden Services	Cut and strim closed churchyard
P26	£1,045.15	L. Kirk	Pay to 31.12.22 and backdated payrise
P27	£33.80	HMRC	PAYE to 05.01.23

- b) Funds received since the last meeting were noted:

Barclays £1.64 interest

Rural Payments Agency £1,949 HLS payment – it was noted that the scheme has been extended.

- d) As at 30.12.2022, the bank balances were:

Current account £5,241.54

Deposit account £21,774.61

It was noted that over £17,000 of this is held as reserved funds. **ACTION** Clerk to report to councillors on balances for different reserved funding allocations.

- e) The Examining Officer 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. Highways and public footpath issues were discussed.

The Chair will be meeting a Highways Officer for a site visit later this week regarding various issues in the village and will report back.

ACTION Clerk to conduct a Search of the Index Map to establish ownership of land on the road side of the bridge near the Pound. Also to report the missing handrail on the steep verge opposite the bridge on the footpath to Easton.

9. Parish council meeting dates for 2023 were confirmed and will be published on the website and noticeboards.

10. The Christmas social evening on 21st December was well attended and was deemed a successful, enjoyable evening. It was noted that £100 of the Council's £300 donation was not used and this will be carried over to the next fundraising and social evening, the January Jinx. **ACTION** MB will pass on feedback regarding possibly reviewing the bar prices. LK to enquire at to what games will be offered at the January Jinx evening, in the hope that this will encourage more people to attend.

11. The council's donation policy was discussed. It was agreed that requests for donations from charities outside the village will be considered annually at the November meeting when the annual budget is discussed. Requests from within the village or of an urgent nature can be discussed at meetings throughout the year.

12. There was some discussion on reinstating cattle grids on village greens and Legal Topic Notes on village greens and ownerless common land were consulted. Whilst grazing animals on the green would likely boost biodiversity, it was agreed that reinstating cattle grids would not be practicable as most houses around the green do not have gates and hedges or fences to protect their gardens.

13. Correspondence received since date of last meeting was considered.

A resident has reported concerns about the Village of the Year Sign tilting.

ACTION MG and JR will look into removing the sign and post and affixing the sign to the bus stop.

The clerk is in continued communications with Barclays regarding their Periodic Review and threats to restrict the bank accounts despite all required information being provided.

County Broadband has been visiting and leafleting houses in the village but Councillors raised concerns about the scheme.

14. Receive Councillors' reports & updates

The Village Hall representative reported that the Village Hall will be erecting a new ramp with a handrail. They also hope to install new ladies toilets to help the hall be more attractive to potential hirers, but will need additional funding for this. Everyone is encouraged to support the next social evening on Saturday.

Biodiversity Group – Michael Block will get quotations to remove 5 or 6 trees as discussed with the Village Tree Warden and the Parish Council

15. Matters to be raised at the next meeting

Discuss response to January Jinx night

Discuss site meeting with SCC Highways representative

16. The next meeting was confirmed as being at 7.15pm on Tuesday 7th March 2023.

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.10pm.

Signed: *M Block*
M. Block Chair

Date *7th March 2023*