

# EASTON PARISH COUNCIL

**Minutes** of the Annual Parish Council Meeting held at Easton and Letheringham Village Hall at 7:15pm on Tuesday 13<sup>th</sup> May 2014.

<p><b>Present:</b>                  Cllr J Owen (Chair)                  Cllr B Boon                  Cllr M Coney                  Cllr R Gibbon                  Cllr A Hollins                  Cllr J Kerr                  Cllr A Smith</p>	<p><b>In Attendance:</b>                  2 members of the public                  Mrs C Rook (Minute Secretary)</p>	<p><b>Apologies</b>                  John Lavery –                  Parish Clerk</p>
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<p><b>EPC059/14 Election of Chairman and Declaration of Acceptance</b>                  Cllr Owen indicated that he was willing to stand again and as there were no other nominations Cllr Owen was proposed by Cllr Kerr, seconded by Cllr Boon and unanimously voted into office as Chairman. Cllr Owen duly signed the Declaration of Acceptance.</p>																																	
<p><b>EPC060/14 Chairman's Welcome</b>                  The Chair welcomed everyone to the meeting.</p>																																	
<p><b>EPC061/14 Public Forum</b></p> <ul style="list-style-type: none"> <li>• No member of the Public wished to speak</li> </ul>																																	
<p><b>EPC062/14 To Receive Apologies</b>                  Cllr Snell sent apologies. Cllr Bellfield sent apologies via e-mail too late to be noted at the meeting</p>																																	
<p><b>EPC063/14 Declarations of Interest / Dispensation Applications</b>                  There weren't any declarations or dispensations</p>																																	
<p><b>EPC064/14 To Approve the minutes of previous meetings</b>                  Minutes of the meeting held on 24<sup>th</sup> February 2014 were duly approved and signed. Proposed Cllr Smith, seconded Cllr Boon.                   Minutes of the meeting held on 4<sup>th</sup> March 2014 were duly approved and signed. Proposed Cllr Gibbon, seconded Cllr Kerr.                   Minutes of the planning meeting held on 1<sup>st</sup> April 2014 were duly approved and signed. Proposed Cllr Smith, seconded Cllr Coney.</p>																																	
<p><b>EPC065/14 County Cllr Peter Bellfield</b>                  No report Received</p>																																	
<p><b>EPC066/14 District Cllr Bob Snell</b>                  No report Received</p>																																	
<p><b>EPC067/14 PCSO Christian Hassler</b>                  No report Received</p>																																	
<p><b>EPC068/14 Election of Officers</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Vice Chairman</td> <td style="width: 25%;">Cllr Gibbon</td> <td style="width: 25%;">Proposed Cllr Coney</td> <td style="width: 25%;">seconded Cllr Smith</td> </tr> <tr> <td>Tree Warden</td> <td>Cllr Coney</td> <td>Proposed Cllr Boon</td> <td>seconded Cllr Kerr</td> </tr> <tr> <td>Footpaths Officer</td> <td>Cllr Boon</td> <td>Proposed Cllr Owen</td> <td>seconded Cllr Kerr</td> </tr> <tr> <td>SCDC Representative</td> <td>Cllr Owen</td> <td>Proposed Cllr Boon</td> <td>seconded Cllr Smith</td> </tr> <tr> <td>Emergency Officer</td> <td>Cllr Smith</td> <td>Proposed Cllr Owen</td> <td>seconded Cllr Coney</td> </tr> <tr> <td>Play Area Officer</td> <td>Cllr Gibbon</td> <td>Proposed Cllr Coney</td> <td>seconded Cllr Boon</td> </tr> <tr> <td>Responsible Finance Officer</td> <td>J Lavery</td> <td>Proposed Cllr Owen</td> <td>seconded Cllr Smith</td> </tr> <tr> <td>SALC Representative</td> <td colspan="3">Open for any Councillor to attend the meetings</td> </tr> </table>	Vice Chairman	Cllr Gibbon	Proposed Cllr Coney	seconded Cllr Smith	Tree Warden	Cllr Coney	Proposed Cllr Boon	seconded Cllr Kerr	Footpaths Officer	Cllr Boon	Proposed Cllr Owen	seconded Cllr Kerr	SCDC Representative	Cllr Owen	Proposed Cllr Boon	seconded Cllr Smith	Emergency Officer	Cllr Smith	Proposed Cllr Owen	seconded Cllr Coney	Play Area Officer	Cllr Gibbon	Proposed Cllr Coney	seconded Cllr Boon	Responsible Finance Officer	J Lavery	Proposed Cllr Owen	seconded Cllr Smith	SALC Representative	Open for any Councillor to attend the meetings			
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<p><b>EPC069/14 Clerk's Report (from J. Lavery's Notes)</b></p> <p><b>Mobile Police Station</b> - PCSO Hassler is proposing the second Monday of each month. Cllrs agreed that this should be tried on a monthly basis and that notification should be put on the village notice board and website. J Lavery to discuss with PCSO Hassler the possibility of putting up a sign or notice in advance of the visit.</p> <p><b>Speedwatch</b> - Following J Lavery's report it was agreed to defer this matter to the next meeting when more information is available. There are people in the village willing to help with this.</p> <p><b>Asset Register</b> - Cllr Owen proposed that quotations be sought for replacement costs of all assets in order that Council might decide on any alterations required to valuations on asset register.</p>	<b>Clerk</b>
<p><b>EPC070/14 - Finance</b></p> <p>Payments as per the report were approved.</p> <p>Sections 1 &amp; 2 of audit form unable to be completed and signed due to an anomaly in the accounts. Accounts to be thoroughly checked by the RFO to find the discrepancy.</p> <p>The Barclays Simple Servicing Authority form was completed in order for J Lavery to receive bank statements, etc.</p> <p>Clerk's salary was approved for April and May.</p>	<b>Clerk</b>
<p>The meeting closed at 7.35 pm for Ian Palfreyman to speak on EASTon20</p>	
<p><b>EPC071/14 - EASTon20</b></p> <p>Mr Palfreyman advised the meeting that the Safer Neighbourhood team have agreed to keep Easton on the agenda of its meetings for the next three months. He further advised that when the new signage is in situ and the crinkle crinkle wall is repaired, there will an opportunity for the BBC TV and EADT to do a 'good news' story. Mr Palfreyman will liaise on this matter. He also advised that there are six volunteers for the speedwatch programme.</p> <p>The meeting reopened at 7.38 pm</p>	
<p><b>EPC072/14 Planning Matters</b></p> <p>An application has been received for necessary pruning works to trees at Fox Bench, Harriers Walk. This was fully supported.</p> <p>An application for the removal of existing garage and provision of car parking area at the Pump House, The Street. This was duly considered, discussed and supported.</p>	
<p><b>EPC073/14 Cemetery Maintenance</b></p> <p>Cllr Boon advised that, due to health issues, he is unable to continue with the co-ordination and work at the cemetery. However, he reported that some works have been done with the help of Nigel Wright and Susan &amp; Jonny Stone. Further work is required, some of which is to the area in front of the semicircular hedge where rotted tree roots have caused the soil to subside.</p> <p>Cllr Owen to meet with Cllr Boon for a full update on helpers and works required. Also quotations to be sought from contractors for some of the works as well as organising working parties.</p>	

<p><b>EPC074/14 Emergency Plan</b>  Cllr Smith still to progress the revision of the plan. Cllr Owen had spoken with Mrs Pollock regarding the list of vulnerable people and this matter to be discussed further at the next meeting.</p>	
<p><b>EPC075/14 Highways</b>  It was agreed to request the introduction of the Temporary Vehicular Activity sign within the village.</p>	<p><b>Clerk</b></p>
<p><b>EPC076/14 Speedwatch</b>  Following J Lavery's report it was agreed to defer this matter to the next meeting when more information is available.</p>	<p><b>Clerk</b></p>
<p><b>EPC077/14 Proposed weekly summary of information from the Clerk</b>  Councillors were in favour of this idea and asked that the Clerk implement the weekly summary as soon as possible</p>	<p><b>Clerk</b></p>
<p><b>EPC078/14 Clerk's Report on Urgent Decisions since the last meeting</b>  No urgent matters to report</p>	
<p><b>EPC079/14 Officers and representatives reports</b>  There weren't any.</p>	
<p><b>EPC080/14 Correspondence</b>  It was agreed to renew membership of Community Action Suffolk (Suffolk ACRE)</p>	<p><b>Clerk</b></p>
<p><b>EPC081/14 Items for agenda of next meeting</b>  Those items highlighted in this meeting  Burial costs  Freedom of information costs  Improved broadband update</p>	
<p><b>EPC082/14 Dates of future meetings</b>  1<sup>st</sup> July 2014  16<sup>th</sup> September 2014</p>	
<p><i>There being no further business, the meeting closed at 8.05 pm</i></p>	
<p>Chairman: ..... Date: .....</p>	