

## Easton Parish Council

### Minutes of the Annual Parish Council Meeting held on Tuesday 19<sup>th</sup> May 2015 at 7.30pm, Easton Village Hall

Present: Cllr Owen (Outgoing Chair), Cllr A Hollins, Cllr M Coney, Cllr B Gibbon, Cllr S Parkinson, Cllr F Siddall, Cllr A Thomas, Cllr S Piggott

Attendance: S Loader (Clerk), Outgoing Councillor Brian Boon returned the Footpaths documents to the council

Welcome: Outgoing Chairman John Owen thanks everyone for their effort over the years and welcomes the new council, then proceeds to propose the election of the chairman of the council

#### **EPC024/15 Elect a Chairman of the Parish Council**

- The outgoing Chair invited nominations for Chair, Cllr Sue Piggott offered her nomination, Proposed by Cllr Adrian Hollins, Seconded by Cllr Stephen Parkinson
- Full council say thank you to the outgoing chairman for his contribution over the years
  - a) To receive the Chairman's declaration of acceptance of office  
Cllr Sue Piggott duly signed

#### **EPC025/15 Elect a Vice-Chairman of the Parish Council**

- Alun Thomas was proposed by Fiona Siddall and seconded by Michael Coney and was duly elected by full council
  - a) To receive Vice Chairman's declaration of acceptance of office
- Alun Thomas duly signed

**EPC026/15 Fill any vacancies left unfilled at the election by reason of insufficient nominations/ Co-option**  
*Council was advised that Co-option can be proposed at the meeting post-election, advertising for the vacancy was not mandatory in this instance. Bob Gibbon attended the meeting and proposed himself for the post*  
**Outcome: Full council approved, proposed by Cllr A Hollins and seconded by Cllr S Parkinson**

- a) To receive co-opted councillors declaration of acceptance of office
- Bob Gibbons duly signed

#### **EPC027/15 Clerk to receive Councillors declaration of acceptance of office**

a) standing orders/code of conduct – *code of conduct copies were distributed by the clerk*  
*Clerk advised council that standing orders will need to be updated and adopted in accordance with Transparency code*

**EPC028/15 To decide when any declarations of acceptance of office which have not been received as provided by law shall be received – N/A In receipt of all forms**

#### **EPC029/15 To Appoint representatives**

- Cemetery – Cllr A Thomas
- Play area - Cllr F Siddall
- Highways – Cllr S Piggott
- Pathways - Cllr A Hollins
- Speed watch – Cllr S Parkinson

#### **EPC030/15 Apologies for absence**

- None received

#### **EPC030/15 Declarations of interest/dispensations received**

- None received

**EPC031/15 Public Forum – members of the public may raise issues regards items on the agenda**

- Footpaths – walk from Easton park stud past the cricket club – over grown

**EPC032/15 Minutes to be agreed of a meeting 3<sup>rd</sup> March 2015**

- Minutes agreed and duly signed

**EPC033/15 Planning Application DC /15/1652/FUL**

Mr Bloomfield, Framlingham Road, Easton/2 storey extension and single storey extension to replace existing conservatory on the rear elevation. The 2 storey extension will provide a new master bedroom with 2 ensuite shower rooms for the master bedroom and existing bedroom 3. The single storey extension will provide an office and a craft room - **Outcome: No objections were raised by the council**

**EPC034/15 Finance**

- The Clerk stated she did not have the paperwork. The Audit needed to be signed before 30<sup>th</sup> June 2015, council agreed to convene a meeting on 23<sup>rd</sup> June to enable the signing of the External Audit.
- Council addressed the need for new signatories and agreed that Cllr Thomas and Cllr Coney join Cllr Gibbon, the Clerk agreed to get the paperwork to them.
- Appoint internal auditor – Heelis and Lodge
- Payments for approval – see attached

**EPC035/15 Correspondence**

- Suffolk coastal district council –village services and facilities audit/request for information  
Employment:  
Glevering Workshop – 2 fulltime, 3 regular part-time  
White Horse pub – 5 fulltime equivalent (14 in total)  
EFP – 5 fulltime, 21 part time seasonal  
Easton Stud  
Easton Grange – 3 fulltime, 20 part time  
1 public house  
1 Village Hall  
No doctor's surgery  
No public transport  
Residents have difficulty getting to the doctors without own transport or a volunteer
- Clerk reports that Councillor training is available from SALC on the 24<sup>th</sup> June 2015 at Bawdsey Village Hall from 7pm till 9pm Approx cost £10.00 per person – this is a basic introduction course – Full council agreed that this was an affordable option. Outcome: Cost to be clarified at the next meeting, clerk to email information to councillors.

**EPC036/15 Matters to be considered at the next meeting**

- Transparency code to be adopted
- Telephone box disrepair
- Cemetery
- Website update – appoint manager
- Budget
- Training
- Bank Mandate change /signatories Cllr B Gibbon, Cllr A Thomas, Cllr M Coney
- Refund to Cllr B Gibbon for refreshments purchased for the Annual Meeting of the Parish

**EPC037/15 Date and time of next meeting**

- 23<sup>rd</sup> June 2015

**EPC038/15 Cemetery discussions**

- Outcome : To review the councils obligations for open meetings in line with the new transparency code – Cllr A Thomas and Chr S Piggott to obtain files in respect to the cemetery

Meeting Closed at 20.19

Signed Chair - Cllr S Piggott .....

Date.....