

# EASTON PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING Held on Monday 28<sup>th</sup> September 2015 at 7.00pm at Easton & Letheringham Village Hall

Reports from District & County Councillors, Police, and questions from members of public: - None

Meeting opened at 7.10 pm

Councillors agreed for Item 14 to be under confidential session

- 1 PRESENT**  
Cllr S Piggott – Chair  
Cllr A Thomas – Vice-Chair  
Cllr F Siddall  
Cllr S Parkinson  
Cllr B Gibbon  
Cllr M Coney
- 2 DECLARATION OF INTERESTS and CONSIDERATION OF ANY DISPENSATION REQUESTS - None**
- 3 MINUTES OF MEETINGS 17.8.15 and 8.9.15**  
Council members considered the minutes and agreed to approve and sign them.
- 4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING**  
The Chair spoke to BDO to explain that due to weakness in financial records for the year ending March 2015 and year ending March 2014 that due to the time required to investigate and formulate the information required for the audit and without a Clerk and Financial Officer that the new council would be unable to provide all that is required. BDO explained that without submitting the Year End March 2015 Audit and Governance form to be published on September 30<sup>th</sup> that a Public Interest Report will be issued this must be published in the local press as well as a local notice to inform the local electorate of the failings. As a new council that was not involved with these failings there has been little that could be done in the time parameters given and this has been understood by BDO. A decision to employ SALC to investigate and prepare the figures and paperwork to meet the Audit requirements should be debated under item 6.  
The Chair rang PlaySafety and organised for a ROSPA inspection for the PlayArea, it was confirmed that they would add Easton Parish

Council Play Area to their Suffolk inspections which take place in September. We will receive a bound report in due course.

The Chair sent a letter to Mr D Chenery of SCC Highways regarding the poor state of the pavements and inviting a site visit.

The Chair sent out the availability of dates which were mostly November to arrange Councillor training.

The Chair has been in close and regular contact with LCPAS with regard to the disputes raised by the past Clerks, Sally Loader and Jane Page, the resolves will be discussed under confidential session.

The Chair submitted the written response agreed following the Planning Meeting on 8<sup>th</sup> September, with regard to Easton Farm Park application for a 70 space caravan and camping site. This was not to support a 70 space site but that a 35 space site would be considered more favourably.

The Chair submitted a report to respond to the Planning Appeal by Hopkins Homes, the report endorses the Objection and points covered with regard to the Hopkins Appeal for a development on land at Bentries Farm. This report was submitted to the Planning Inspectorate by the deadline of 21<sup>st</sup> September 2015. The Chair spoke to the Planning Inspectorate Case Officer who confirmed that the documentation was with them.

Cllr Hollins reports that following enquiries that rubber matting for the Play Area would be £10 per metre.

## **6 FINANCE - Financial Statement – To Approve**

The council approved the Financial Statement.

### **6.1 To Sign off External Audit & Governance**

The council agreed to request that SALC produces the completion of the Year End Audit from the incomplete existing paperwork and records.

## **7 POLICIES-To Ratify Financial Regulations and Risk Assessment Documents and to Ratify Standing Orders adjustments where necessary.**

Council members agreed to defer to allow more time to read the documents.

## **8 SPEEDWATCH – Cllr Parkinson**

Cllr Parkinson confirmed that the speed watch sessions continue to take place.

## **9 PLAY AREA – Cllr Siddall**

The Council agreed that due to lack of attention the area has become overgrown, the weeds and vegetation needs to be cleared, the area needs to be strimmed on a regular basis, the grass needs to be cut regularly including the football pitch area. SCL will be invited to inspect and quote. **FS**

**10 CEMETERY – Cllr Thomas**

The Council agreed that Cllr Piggott meets with Susan Stone and SCL, to be clear of the wildflower and grass area and requirements needed to be met by contractor to quote to manage the grounds. **SP**

**11 COUNCILLOR TRAINING**

The councillors agreed to consider dates in November.

**12 CLERK VACANCY**

Council agreed to place an advertisement in the local parish newsletters.

**13 CORRESPONDENCE**

The Chair reported on a letter from Wickham Market Parish Council, the letter invited Easton Parish Council to respond if they wished to be included in their Neighbourhood Plan. Councillors agreed that Easton Parish Council do not consider inclusion in Wickham Market’s Neighbourhood Plan necessary or positive and declined to want involvement.

Meeting closed for confidential session

**14 PREVIOUS CLERKS EMPLOYMENT – Dispute/Issues**

Meeting re-opened

**15 ITEMS FOR NEXT AGENDA:**

- Play Area – to include ROSPA inspection update
- Cemetery – Landscaping management
- Highways - Pavement improvements

**16 DATE OF NEXT MEETING**

November and January dates to be arranged

**MC**

Meeting closed – 9.20pm

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Chair

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Date