

PEASENHALL PARISH COUNCIL

Minutes of the Peasehall Parish Council Annual meeting
held at Peasehall Assembly Hall on Wednesday 17th May 2023

2023/51 Attendance and Apologies

Attendees:

Cllr. Frank Potter Vice-Chairman
Cllr. Roger Benstead
Cllr. Zoe Horlock
Cllr. Jane Collins
Cllr. Barry Rowing
District Councillor Julia Ewart

In attendance:

Lisa Eveleigh - Parish Clerk
5 members of the public

2023/52 Preamble

Cllr Potter chaired the meeting

2023/53 Attendance and apologies

There were no apologies for absence.

2023/54 Elections of Officers and Representatives

- a) There were no candidates for Chair.
- b) Cllr Rowing proposed Cllr Potter as Vice Chair seconded by Cllr Benstead, and carried
- c) Cllr Potter proposed Cllr Benstead as Tree Warden seconded by Cllr Rowing and carried
- d) Cllr Collins and Cllr Rowing were unanimously elected as the Parish Council trustees on the Peasehall United Charities committee
- e) Cllr Horlock was unanimously elected as the Parish Council representative on the Assembly Hall Committee
- f) When Cllr Liston is co-opted as a returning Councillor she will be asked to stand as Trustee for the Peasehall & Sibton Play Fields
- g) Cllr Collins was unanimously elected as the representative on the Suffolk Association of Local Councils
- h) Cllr Horlock was unanimously elected as Peasehall & Sibton Speedwatch representative
- i) Cllr Potter was unanimously elected as Safeguarding Office

ACTION: Clerk to consult SALC re Chairman Vacancy

2023/55 Co-Option of Councillors

Mr Gary Greenwood and Mr Sam Seddon had previously expressed interest in becoming Councillors and both spoke briefly about their interests. As a member of the public had expressed reservations about this, Cllr Rowing abstained from voting but the co-option was carried. There are still two vacancies to fill and it was agreed that these should be advertised.

2023/56 Resignation of Clerk

Cllr Potter thanked the Clerk warmly for her work over the past two years.

ACTION: Clerk to organise advertising the vacancy during her notice period.

2023/57 Minutes of Previous Meeting

- a) The Minutes of the meeting held on 19th April 2023 were approved
- b) Matters arising:
 - Allotments: Cllr Rowing reported that Lorraine Francis of East Suffolk's Section 106 office had advised against appointing a solicitor for the conveyancing of the Open Space and Allotments. The Clerk reported that as she had been previously asked to make contact in previous meetings. The solicitors had requested a digest of the situation and it was agreed that she should do this.
 - Speedwatch/SID: Cllr Horlock had obtained a competitive quote of £3400 for a new SID with solar panels and this purchase was approved.

ACTION: Clerk to contact Birketts

2023/58 Finance and Governance

- a) The Clerk reported on the current financial situation:

Community Account: £34,861.57

Savings Account: £36,215.28

Receipts:

- First half of Precept: £6108.86
 - A CIL payment of £8911.30 which the Clerk queried since it was the same amount received in 2022/2023. (NB: This has since been found to be correct and is not a duplication).
- b) Councillors were reminded to update their Registers of Interests as appropriate.
 - c) The Internal Audit 2022-2023 was approved
 - d) Receipt of the first half of the Precept was noted and is minuted above.
 - e) The quotation of £554.21 from BHIB insurance was approved. Cllr Rowing asked if the policy covers the proposed Allotments and the Clerk said she would check this
 - f) The following payments listed on the agenda were approved:

Details	Payee	Amount	Power
Hire of Assembly Hall 17 th May 2023	Peasenhall Assembly Hall	£20.00	n/a
Clerk's Salary May 2023	Lisa Eveleigh	£483.74	LGA 1972 s. 112
Insurance premium renewal	BHIB Insurance	£554.21	n/a
Clerk's Expenses May 2023 Printer cartridges Paper and notepad	Lisa Eveleigh	£54.46	n/a

ACTION: Clerk to circulate Insurance documentation

Payments made since the April meeting were noted and invoices initialled

Details	Payee	Amount	Power
Peasehall Wellbeing Day 17 th June 2023	Coral Stebbings	£250.00	n/a
Hire of Methodist Chapel 19 th April 2023	Methodist Chapel	£10.00	n/a
Tai Chi taster session 20 th May 2023	Peasehall Assembly Hall	£40	n/a
Hire of Hall 20 th May 2023	Peasehall Assembly Hall	£10	n/a
Hire of Hall 17 th June 2023	Peasehall Assembly Hall	£40	n/a
Coronation Day party – Food, cake stands, banqueting roll	Mrs Jane Collins	£399.85	n/a
Coronation Day party drinks Lemonade & fruit	Mrs Carol Potter	£17.88	n/a
Coronation Day party refreshments & napkins	Mrs Zoe Horlock	£100.65	n/a

2023/59 Any Other Business

- a) The Clerk reported that Suffolk Highways had completed work to make the signage and stop warnings on Emmett's corner more stringent. As the Parish Council were not charged for this work it is assumed that Cllr Stephen Burroughes paid for this out of his budget.
- b) A complaint had been received about the overgrown grass by the bench in the Cemetery which the clerk reported to the contractors and this has now been remedied
- c) The Clerk read out a letter from Mr Joe Thompson who is beginning to build on Swan Meadow and wrote to introduce himself and give contact details in case of disruption. This was much appreciated.

2023/60 Date of Next Meeting

The date of the next Parish Council Meeting is **Wednesday June 21st 2023** at 7pm in the Assembly Hall.

The meeting closed at 9.50 pm

Lisa Eveleigh

Parish Clerk

27th May 2023