

Stonham Aspal Parish Council

**Minutes of the Parish Council Annual General Meeting
held at 8:00pm on Tuesday 17th May 2022 at the Village Hall,**

Present: Cllr Emberson (Chair), Cllr Mitson, Cllr Mullings, Cllr Wright

Attendance: 2 members of the public, Alison Green (Parish Clerk)

- 22.43 Election and appointment of the Chair of the Parish Council for the year 2022/23**
All council members were asked if they would like to take on the role of Chair. The only volunteer was Cllr Emberson. Cllr Mullings proposed the appointment, Cllr Mitson seconded it and the council unanimously elected Cllr Emberson as the Chair.
- 22.44 Election and appointment of the Vice Chair of the Parish Council for the year 2022/23**
All council members were asked if they would like to take on the role of Vice-Chair. Cllr Wright was the only member to put themselves forward. Cllr Mullings proposed the appointment, Cllr Emberson seconded it and the council unanimously elected Cllr Wright as the Vice-Chair.
- 22.45 Apologies and Approval of Absences**
Apologies were received from Cllr Betts, Cllr Stevenson and approved by the meeting.
- Cllr Emberson suggested tighter restrictions on absence from meetings.
- Meeting dates are known in advance so in theory members should be able to plan around them but this is not always possible. Standing rules state that anyone who does not attend a meeting for 6 months would automatically be disqualified.
- Reducing the number of meetings was also mooted as an option but it was felt this would not work because of planning meetings.
- It is not always easy to co-opt new members and therefore being overly strict may not work.
- Members agreed the 6 month rule was probably adequate to cover any issues.
- 22.46 Declarations of Pecuniary or Non-Pecuniary Interests by Members**
Declarations of interest Cllr Wright declared a non-pecuniary interest in planning appeal DC/21/03589 Land to the rear of The Leas Quoits Meadow
- 22.47 Governance**
- 22.47.1 Review and adoption of Standing Orders**
Cllr Wright proposed the adoption of the Standing orders, Cllr Emberson seconded the proposal and members unanimously agreed.
- 22.47.2 Review and adoption of Financial Regulations and online banking policy**
Cllr Mullings proposed the adoption, Cllr Mitson seconded it and members unanimously agreed.

22.47.3 Annual risk review

The following changes were made

1. "Insurance cover should be reviewed annually" to "is reviewed annually"
2. "Councillors should consider whether any decisions made during the meeting involve risk which should be taken into consideration". Change should to will.
3. The Council does not have resources to meet its obligations or commitments. Additional line stating. Contingency and precept setting is monitored through accounting practice, regular reporting and reconciliation approved in meetings, audit and all required processes.

Cllr Mitson proposed the acceptance of the safety assessment, risk assessment, online banking risk assessment and internal controls with the agreed amendments. Cllr Wright seconded the proposal and members unanimously agreed.

22.47.4 Frequency of meetings

Meetings to continue as 10 a year on 3rd Tuesday of the month except August and December with Urgent Matters only in June, October and February Proposed by Cllr Emberson, seconded by Cllr Mullings and unanimously agreed by members.

22.47.5 Review of Members responsibilities

Members unanimously agreed to stay with the same responsibilities in 2022/23

22.48 Approval of Minutes of the Previous Meeting on 19th April 2022

The minutes of the meeting held on 19th April 2022 were unanimously approved by the members who were present as an accurate record. The minutes were signed by the Chair.

22.49 Contributions by Members of the Public

Funding for signage was raised. Cllr Hicks had advised that there was more money available in the new budget

22.50 Consideration of Planning Applications

22.50.1 [DC/22/02136 | Application under S73 for Removal or Variation of a Condition following grant of permission DC/21/03648 dated 28/09/2021- Green Farm Crowfield Road Stonham Aspal Suffolk](#)

The members unanimously agreed that they were neutral to this application and had no comments to make.

22.50.2 Planning Appeals

[DC/21/03589 | Land To The Rear Of The Leas Quoits Meadow Stonham Aspal Suffolk](#)

The members unanimously agreed that they had no additional comments to make

22.50.3 Decision notices

DC/22/01102 Application for Listed Building Consent - Internal and external alterations to modern extension Symonds, The Street, Stonham Aspal, Suffolk IP14 6AG – GRANTED

DC/21/06953 Land Rear Of Angel Hill Farm, Stonham Aspal, Suffolk, IP14 5DN - GRANTED

22.50.4 Stonham Barns update

Cllr Emberson took part in an online meeting with senior managers including Phil Isabell, Simon Bailey, James Buckingham, Tom Barker. MSDC are actively seeking for a replacement for Nigel Doyle.

Environmental health advised that they would not be monitoring noise at any events in

2022. It did not appear clear if responsibility lay with or was accepted by Environmental Health or Planning. Cllr Emberson engaged an acoustics consultant for a recent motorcycle event. They recorded 62 decibels away from the boundary. Sounds at the boundary would be higher therefore Stonham Barns are exceeding noise limits and Cllr Emberson asked what the next stage would be.

Traffic at busy events, safety advisory group met with Stonham barns but did not invite the Parish Council. They agreed traffic lights at The Tap was not a good idea. They suggested temporary traffic lights to control traffic leaving the event. However, the problem is entering event not leaving.

There is no progress on the unlawful occupation of holiday homes.

There will be another meeting with focus on 3 year strategy for noise, unlawful occupation and traffic.

22.51 Future of Recycling bins

No new site can be found for the recycling dates and therefore the Clerk will confirm start date of the construction and have bins removed

22.52 Finance

22.52.1 Request for payments

Clerk salary £185.64

Clerks expenses £18.00

22.52.2 Jubilee Celebrations

The members unanimously agreed to fund the cost for the gift given to children at the Jubilee celebrations

22.52.3 Review and approval of asset register

Members reviewed the asset register and unanimously agreed with it.

22.52.4 Members reviewed the bank reconciliation to 31st March 2022 and unanimously agreed it was accurate

22.52.5 Review and approval of income and expenditure against budget to 31st March 2022

Members unanimously approved the income and expenditure against budgets. It was

22.52.6 noted that recycling credits have not been received and this will be investigated.

22.52.7 Review and approval of the External Audit Submission, Certificate of Exemption, Governance Statement and Accounting statements

Details of the External Audit Submission, Certificate of Exemption, Governance and Accounting statement were read to the meeting by the Chair and agreed by the members. The Chair signed the AGAR form

22.53 Recreation Ground

Update given in APM

22.54 Highways Update on Current Issues and Matters Arising

Issues around traffic and quality of signage at the Mickfield, Debenham Road junction were raised however this was seen as outside of the Parish Councils influence and that there were no easy solutions to traffic on a busy road. It was questioned whether Parishioners from the area were actively involved as they had not attended meetings. There has been active engagement from some Parishioners who have been unable to attend meetings.

Signs had been cleaned by members of the Parish Council

22.56 **Update on Village Sign**
The sign will be reinstalled tomorrow

22.57 **Matters arising from previous meetings**
None raised at this meeting

22.58 **Dates of the Next Meetings**
Tuesday 21st June 7:30pm
Tuesday 19th July 7:30pm
All meetings at the Village Hall

22.59 **The Chair closed the meeting at 21:40**

Sapc.clerk@yahoo.co.uk

10th June 2022