

WENHASTON WITH MELLS HAMLET PARISH COUNCIL

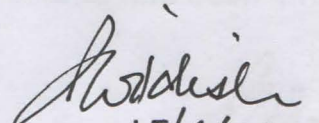
Clerk Richard Day

1richarday@gmail.com

Minutes of the Annual Meeting of the Parish Council held on 26/5/22 at 7.30pm. in the Village Hall.

Present; Cllr. P Wildish (Chair) Cllr. C Way, Cllr. J Townsend, Cllr. H Phillips. Cllr. D Stammers, Cllr. M Welby, Cllr. C Watson, Cllr. A Musk, Cllr. K Canham Cllr. G Leech, County Cllr. Smith, District Cllr. Goldson and Clerk Richard Day.

1. Cllr. Phillips proposed Cllr. Wildish as Chair and Cllr. Welby seconded with all members voting in agreement. Declaration duly completed.
2. Cllr. Canham proposed Cllr. Musk as vice chair, Cllr. Mann seconded and all voted in favour.
3. Cllr. Canham declared an interest in agenda item 22, a request for grant from Wenhaston Bowls Club and would take no part in vote on this matter.
4. There were no requests for dispensation to vote.
5. Minutes to the meeting held on 20/4/22 were proposed for acceptance by Cllr. Musk seconded by Cllr. Townsend and agreed unanimously.
6. Clerk report. All matters covered within agenda headings.
7. Matters arising from previous minutes. None.
8. A copy of Cllr. Smith's report is available upon request
9. A copy of District Cllr. Goldson's report is available upon request.
10. Following review, the Councillor code of conduct was proposed by Cllr. Wildish for adoption but with the intention to adopt the new NALC format as soon as available. Councillors have received copies of the draft document. Cllr. Musk seconded, all voted in agreement.
11. Following review, standing orders were proposed for adoption by Cllr. Wildish, seconded by Cllr. Musk and unanimously agreed.
12. Following review, Cllr. Wildish proposed adoption of Financial Regulations, Cllr. Musk seconded, all voted in agreement.
13. The following Committees and representatives were appointed and a review of their terms of reference agreed. (i) SALC representative. Richard Day (ii) Planning advisory group. Cllrs. Wildish, Way, Phillips, Musk and Watson. (iii) Representative on Village Hall Management Committee, Cllr. Canham. Nominations proposed by Cllr. Wildish, seconded by Cllr. Way re (i) and (iii) and (ii) by Cllr. Mann seconded by Cllr Welby. Unanimously approved.


15/6/22

14. Richard Day was appointed RFO following proposal by Cllr Stammers, seconded by Cllr. Welby and unanimously agreed.
15. Cllr. Wildish proposed SALC as internal auditor, Cllr. Musk seconded, all voted in agreement.
16. Cllr. Welby was proposed by Cllr. Wildish as member responsible for monitoring internal control procedures, Cllr. Way seconded, all voted in agreement.
17. Items carried forward from previous meetings. (i) Jubilee celebrations, planning update provided by Cllr. Musk including mugs for children, procession, refreshment arrangements and publicity. (ii) Cllr. Musk is arranging insurance for the community led event via Village Charities.
18. Planning. (i) Correspondence received post agenda production and pre meeting and circulated to members. DC/22/1436/FUL. The Blyth, St Michaels Way, Wenhaston. Extension to replace conservatory. Supported. DC/22/1774/LBC. The Beeches, Bramfield Rd. Wenhaston. Demolition of conservatory and replacement extension to form kitchen. Supported.
19. Cllrs. Musk and Stammers were thanked for their recent work at the Cemetery involving weed clearance and re-siting of broken headstone.
20. A full review of recent internal audit guidance had been undertaken and Cllrs decided on the following actions. (i) Clerk will attempt to provide a link from website to the members' register of interests to improve transparency although it is anticipated that the forthcoming NALC Code of Conduct may provide further guidance on this. (ii) The use of the existing email address will be replaced by a gov.uk address as and when a new clerk is appointed, this will avoid upheaval in the short term. (iii) Terms of reference for Committees have been reviewed. (iv) The Parish Councils' reserves were reviewed in detail and were confirmed as being appropriate and as stated in the Expenditure Budget 2022/23 document completed earlier in 2022. Reserves will be reviewed under the current practice in Jan/Feb 2023 as part of the budget/precept agreements.
21. Possible replacement of benches at Cemetery, Blyford Lane and a new provision at Well Green will be considered, Clerk to obtain costings for re cycled, low maintenance benches prior to next meeting.
22. CORRESPONDENCE. (i) Request from Parishioner for Councillors to support a proposal to plant two areas of woodland had been circulated,

Wildish
15/6/22

Invitation extended to attend next meeting to discuss further. (ii) Cllr Canham took no part in determining the following. Request from Wenhaston Bowls Club for grant of £1k towards costs of significant improvements to facility which was successful and open to all interested parishioners. Cllr. Stammers proposed agreement to the request, Cllr. Mann seconded and remaining Councillors supported.

23. RFO REPORT.

Cheques totalling £5984.34 require authorisation this month and this includes payment for the fabrication work for the jubilee plaques which have already been approved. The balance at bank is £69464.07 prior to issue of cheques and includes the first precept receipt of £12000.00. Bank account has been reconciled to ledger and is made available for member audit. Acceptance proposed by Cllr. Wildish, seconded by Cllr. Way and unanimously agreed.

24. Date of next meeting 15/6/22

Agenda to include Defibrillator training event. Condition of parking area playing field and youth engagement in village.

Meeting closed 8.35pm.

Wildish
15/6/22.