

MINUTES of the ANNUAL MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 3rd May 2017 at 7.30 p.m. at The Village Hall, Leavenheath.

PRESENT: B Rowe, H Bonnar, P Mortlock, C Morgan, C Jackson, R Cowell and D Hattrell (Clerk).

ELECTION OF CHAIRMAN: B Rowe was Elected to remain as Chairman for a further year.

DECLARATION OF ACCEPTANCE OF OFFICE: The form was duly completed.

PUBLIC FORUM: No items were raised as there were no members of public present.

APOLOGIES: were received from B Sadler and J Jenkins (District Cllr). J Finch (County Cllr) was to arrive late.

ELECTION OF VICE CHAIRMAN: It was resolved that B Sadler was to continue as Vice Chairman for a further year.

NOMINATION OF REPRESENTATIVES: The planning group will continue as P Mortlock, R Cowell and C Morgan. Documents to be delivered to P Mortlock as previously. Tree Wardens will continue as C Jackson and R Cowell. H Bonnar to continue as SALC representative. C Morgan will be the Planning Strategy representative. R Cowell explained that he no longer wants to continue as part of the Planning Strategy Group. P Mortlock will represent the Parish Council on the Village Green Committee. B Sadler to continue with Risk Assessment. P Mortlock is to review the Police website and will continue to update the Parish Council Website. P Mortlock, R Cowell and C Jackson will take the lead on Community Woodland as before. R Cowell will liaise in respect of footpaths. Peter Pratt is happy to continue as Footpath Warden and this was agreed.

DECLARATION OF INTEREST: Nothing was declared.

APPROVAL OF MINUTES OF 5th APRIL 2017: These were accepted as a true record.

MATTERS ARISING FROM THE MINUTES: It was agreed to include an "Unresolved items List" as an Agenda item - **Action Clerk**. Discussions are on-going with the Club in respect of the Lake Walk. It was agreed to raise Community Speedwatch with Cllr James Finch when he returns fully to his duties. R Cowell reported on-going discussion with Cllr Jennie Jenkins regarding parcels of land. P Mortlock is in the process of repairing the Honey Tye notice board.

BABERGH DISTRICT COUNCIL REPORT: District Cllr J Jenkins was unable to attend, however, had provided a report. As requested at the last meeting her report focused on local issues. She had received enquiries about getting a Postal Vote form. This was brought about by the snap General Election. In each case, she was able to speak to the Monitoring Officer and obtain help. The pedestrian/cycle path between Mayfield and Wrights Way had become overgrown and a concerned resident had taken time to clear it, but requested that she look into whose responsibility it is. She attended the Leavenheath Ladies meeting several weeks ago to explain what her job entails, it was a very lively evening with some very interesting questions asked. They kindly donated to Shelley Therapeutic Riding centre as a thank you for her time. A number of concerns have been raised about trees with TPOs on them which have become overgrown, the relevant Officer at BDC is looking into each case and will advise her accordingly. At Babergh, time is being taken with preparing papers for their Annual Meeting. She is involved with

interviewing Architects/ Planning Consultants regarding the Hadleigh HQ, some exciting plans will be coming forward and public consultation around this issue will be vital.

POLICE REPORT: There was no report, however, P Mortlock had provided a link showing our crime figures that can be accessed from our website. From the latest figures for February 2017, out of the 246 incidents in Babergh Area, 5 were in the Parish.

SUFFOLK COUNTY COUNCIL REPORT: No report was provided.

CORRESPONDENCE: The report had been issued ahead of the meeting and key areas were discussed. The letter from Konings was discussed and it was agreed to invite representatives to provide a short explanation of the proposals during the forum at the start of the June Meeting - **Action Clerk.** In the meantime the Chairman will reply to Stoke by Nayland Parish Council. There has been a further acknowledgment from Iconfair that investigation is on-going in relation to Church path ditch.

HIGHWAYS: Nothing was raised.

FINANCE: The bank balances as at 3rd May 2017 were **£31337.26** in the Community Account, **£15344.15** in the Reserve Account making a total of **£46681.41**. The Parish Council had been made aware, by the leaders of Ladybirds Pre-School, of the sudden withdrawal of their government grant for premises rent. The Parish Council resolved to make available £1000 towards their on-going renting of Leavenheath Village Hall. It was agreed to purchase a replacement bench for the Village Green in the sum of £355 plus VAT - this has a 25 year guarantee and is maintenance free. It was also agreed to review the insurances along with the Annual Risk Assessment in the autumn/early winter 2017. The Annual Accounts and Audit Submission for year ending 31st March 2017 were duly approved by the Parish Council.

The following were authorised for payment: -

1444	519.97	SALC	Subscription
1445	408.27	D K Hattrell	Clerk's Salary
1446	95.40	Inland Revenue Only	Clerk's deductions
1447	160.76	SCC - Pension ACC	Clerk's Pension
1448	291.60	Tree & Lawn Co Ltd	V Green
Funds Tr	1000.00	Ladybirds Pre-School	Grant under S137

Total **£2476.00**

REPORTS FROM ORGANISATIONS AND REPRESENTATIVES : Reports were given from the Village Hall, Village Green and the Tree Wardens. The various AGM's had been scheduled. It was agreed the oak trees bordering the Village Green would be the responsibility of the Village Green. The Parish Council agreed to fund the necessary work to the same to give high traffic clearance. An estimate had been obtained also including work to cherries. It was agreed for C Jackson to liaise with P Gant at County Highways in respect of the cherries and approval was given to proceed with the work to the oaks subject to a breakdown from the Tree Surgeon and the cost not exceeding £350 - **Action C Jackson.**

IDEAS TO IMPROVE THE VILLAGE: R Cowell reported concerns about limited access by the Fire Service in the event of an emergency at Rowans Way in view of parking by residents.

ARRANGEMENTS FOR THE ANNUAL PARISH MEETING: The Meeting had been scheduled for 30th May as the Scouts do not have a meeting on that date. It was agreed not to include a Police Report on the Agenda. The Chairman agreed to write to Village Organisations to encourage reports. Members to meet around 7.15 p.m. to set up for a 7.45 p.m. start. The Clerk will make contact in respect of the refreshments - **Action Clerk and Chairman**. In order to advertise the event, R Cowell and P Mortlock agreed to produce a leaflet and all members agreed to take a share for delivery - **Action All**. J Finch cannot make the meeting, however, he will provide a report to be read at the meeting.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: C Morgan reported some activity near a field entrance. J Finch provided a telephone number for Traveller and Gypsy Liaison to report any developments - contact Peter Daniel on 07768 020810. R Cowell reported on the distribution of walk maps and also that notices about fire prevention have been installed at Royston Wood.

The meeting closed at **9.22 p.m.**

Planning Meeting on 3rd May 2017

The following decision was advised from the Planning Authority:-

B/17/00263 - 63 High Road - Side extension garage and car port - **Permission had been granted.**