



MUTFORD PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held at Mutford Village Hall on Wednesday 2nd September 2015 Commencing at 7.00pm

54/15 Present

Cllrs, Paul Randle, Shirley Cole, Theresa Robinson, Martin Warnes, David Greenacre
J. Armstrong (Clerk)

55/15 Appointment of Chairman

In the absence of the Chairman and Vice Chairman it was agreed that Cllr Mrs S Cole would Chair the meeting

56/15 Apologies for absence

Cllr. Carl O'Brien (Chairman), , WDC Cllr Kevin Springall, SCC Cllr David Ritchie.

57/15 Declarations of Interest

None

58/15 Minutes of the meeting of 1st July 2015

It was proposed by Cllr Cole, seconded Cllr Mrs Robinson that the minutes of the meeting of 1st July 2015 be accepted as a true record. This was agreed. The minutes were signed by the Chairman.

59/15 Matters arising not otherwise on the agenda

56/15/2 VJ Day celebration. Cllr randle said that the event had been cancelled because of lack of interest from residents therefore the donation requested at the last meeting is not now required.

The clerk reported that he had written to Mrs Hales about the concrete blocks and tyres at the entrance to a field on Chapel Road.

The meeting was adjourned for questions and comments from the public and reports.

60/15 Questions and comments from the public

The bridleway from Mill Road to Holly Lane has become overgrown and requires the hedges to be cut back. It was not clear as to who is responsible for the work. The clerk was asked to enquire with the footpaths and public rights of way office at SCC.

The issue of car parking at the junction of Mill Road and Hulver Road was discussed. Cars parked outside the houses on Mill Road at the junction posed a safety hazard particularly with cars parked close to the shop on Hulver Road. The clerk was asked to discuss the matter with PCSO Quantrill.

61/15 SCC Report

There was no SCC report.

Signed Chairman _____ Clerk _____ Date _____

62/15 WDC Report

There was no WDC Report

63/15 Police Report

There was no Police report

PCSO Quantrill had sent an email earlier concerning marks that had been placed on a gatepost to a property on Mill Road. Residents should be aware and report anything suspicious using the 101 number

The meeting was re-opened by the Chairman

64/15 Correspondence

The leader of WDC is holding the annual liaison/budget review meeting on the 12th November at the new offices in Lowestoft. Members will notify the clerk if they wish to attend.

A letter from a company offering their services to help councils undertake a neighbourhood development plan was received. This was noted by the council for future reference.

An invitation to become a member of Community Action Suffolk had been received. Following discussion it was agreed that the council would become a member of CAS. The annual fee is currently £30

A request from Bungay Area Community Transport to complete a survey form was received. The clerk was asked to complete and return the survey.

65/15 Finance

65/15/1 Outstanding invoices

On a proposition from Cllr Cole, seconded by Cllr Randle the following invoices were approved for payment

Clerks pay for July/September 2015 £180 payee J Armstrong cheque number 000106

PAYE on clerks pay £45 payee HMRC cheque number 000107

PAYE administration fee £28 payee Ladywell Accountancy Services cheque number 000108

Playground inspection and bin emptying July 15 £42 payee Robin Mills cheque number 000109

Playground inspection and bin emptying August 15 £40 payee Robin Mills cheque number 000110

Website course fee for the clerk £54.00 payee SALC cheque number 000111

Membership of CAS for 2015/16 £30 payee Community Action Suffolk cheque number 000112.

65/15/2 The clerk reported that external auditor report had yet to be received.

Members will be updated when necessary

65/15/3 Account Balance. The clerk reported that the account balance was £3236.19

66/15 Planning

66/15/1 Planning Applications

There were no planning applications

66/15/2 Outcome of planning applications

DC/15/2603/FUL stable block and vehicular access on land opposite Rivendell for Theresa Robinson. WDC Approved

DC/15/2701/FUL extension to Cleveland House Mutfordwood Lane for Mr and Mrs Studd. WDC Approved

Signed Chairman _____ Clerk _____ Date _____

66/15/3 Waveney Development Plan Review Meeting The meeting has been booked for Tuesday 22nd September at 6pm at the WDC offices Riverside Lowestoft. The Chairman Cllr O'Brien has asked for members to inform the clerk if they are able and willing to attend. Cllr O'Brien will contact those members in due course. Numbers will depend on WDC.

67/15 Any other business

67/15/1 Playground Report.

The damage to the rubber edge to the cradle swing has not yet been carried out. The clerk will contact the company and resolve the issue. There were no other issues regarding the playground.

67/15/2 Council website

The clerk reported that the council website, required by the transparency code, is now available. It contains the information required by the transparency code and can be accessed through the 'one suffolk' website that hosts our site or by putting mutford parish council one Suffolk in your browser.

Council agreed that land line telephone numbers can be added to the list of councillors on the website.

68/15 Requests for items for the agenda of the next meeting

None .

69/15 Date and time of next meeting. The next meeting will be held on **Wednesday 7th October 2015** at Mutford Village Hall **7.00pm**.

The meeting closed at 8.35pm.

Signed Chairman _____ Clerk _____ Date _____