

Mutford

 PARISH COUNCIL

**Minutes of the Annual Meeting of the Council**

held by video conferencing

on Monday 4th May 2020

Commencing at 7.30pm

**1/20 Present**

Cllrs. Carl O’Brien CBE (Chairman), Neil Glendinning, Jenny Sheahan, Richard Read, David Greenacre, Theresa Robinson, Martin Warnes

**In Attendance** J. Armstrong (Clerk)

**2/20 Apologies for absence**

ESC Cllr Craig Rivett, SCC Cllr. David Ritchie,

**3/20 Election of Chairman and Vice Chairman for 2020/2021**

Cllr Robinson proposed that Cllr O’Brien be re-elected as Chairman for 2020/2021 this was seconded by Cllr Glendinning. There being no other nominations Cllr O’Brien was declared elected.

Cllr O’Brien proposed that Cllr Glendinning be re-elected as Vice Chairman for 2020/2021 this was seconded by Cllr Sheahan. There being no other nominations Cllr Glendinning was declared elected.

**4/20 Declarations of Interest**

None

**5/20 Minutes if the meeting of 9th March 2020**

**It was proposed by Cllr Glendinning, seconded Cllr Greenacre that the minutes of the meeting of 9th March 2020 be accepted as a true record. This was agreed.** The minutes were signed by the Chairman.

**6/20 Matters arising not otherwise on the agenda**

Cllr Sheahan reported that the litter pick had been cancelled because of the corona virus restrictions.

**7/20 Correspondence**

Letters/email were received from

Community Action Suffolk with a request for information about community groups set up in Parishes as a result of the corona virus restrictions. The clerk reported that the survey did not cover the actions that Mutford put in place. It was agreed that the clerk would email CAS with details.

**8/20 Finance**

**8/20/1 Outstanding invoices.**

On a proposition from Cllr Warnes seconded by Cllr Greenacre the following payments should be made:

SALC Membership fee for 2020/2021 £257.55 cheque number 000275

Website hosting fee £100 payee Suffolk Cloud cheque number 000276

The was authorised to pay the following invoices when received

Printing Mutford News April and May payee Roberts and Son cheque number 000277

Bin emptying and playground

Playground inspection (previously authorised)

**8/20/2 Account Balance**

Current Account as at 31st March £5804.11

**8/20/3 External Audit**

The clerk reported that the external audit requirements had been extended due to the effects of corona virus. The internal audit will be undertaken as soon as possible and will be presented at the next meeting.

**9/20 Planning**

**9/20/1** **Planning Applications**

There were no planning applications

**9/20/2 Outcome of planning applications**

There were no outcomes to report

**9/20/3 Planning Committee ESC**

The clerk confirmed that the ESC planning committee will recommence on 19th May by video conferencing.

The application **DC/19/3746/FUL** Use land to give young people and adults with learning disabilities &/or needs / facing barriers, to access services. An opportunity to learn new skills and be involved in countryside activities. Additional hedging, grass reinforced parking, mobility issues caravan/ outdoor camping 4-6 pitches, log cabins for toilets, showers, community activities, educational events- woodland and wildlife walks- wildlife, picnic benches, allotments, replace existing sheds to match existing, new 3.6 by 6.0 metre shed. Project Gold Crest Rushmere Road And Chapel Road Rushmere Suffolk NR34 8ED may be on the agenda of the planning committee on 19th May. The Clerk will monitor information from ESC to ensure the Council is able to be represented.

**9/20/3 Mirrors at Beulah Hall**

The clerk reported that the highways department had written to Mr Lambert requesting the removal of the two mirrors that have been placed at the entrance to Beulah Hall.

**10/20 Community Chain**

Cllr Sheehan asked Council to consider the setting up of a community chain using email to inform residents of urgent issues that require speedy communication rather than in the newsletter. Examples that have arisen recently include stopping green bin collections, the corona virus issues, crime warnings etc. The chain will not replace the newsletter. Residents will be asked if they wish to be included on the community chain list. It was agreed to include details in the next newsletter. Cllr Sheahan said that she would run the chain.

**11/20 Annual Parish Meeting**

The clerk reported that he had not been able to establish details as to how the Annual Parish Meeting can be held during the ‘lockdown’ requirements. It was agreed that no arrangements should be made until the position is made clear.

**12/20 Any other business**

**12/20/1 Playground Report**.

The playground report will follow in due course.

**13/20 Questions and comments from the public**

A resident raised a concern about dog mess not being picked up by the owner particularly on the playing field. The clerk reported that the signs the council was promised from a resident have still not materialised. The clerk will investigate.

Speeding traffic on Holly Lane. A resident on Holly Lane reported that delivery vans are speeding along Holly Lane and residents are concerned about possible accidents. It is unclear what action the parish council can take. Council are of the opinion that Holly Lane is unadopted and therefore SSC are unlikely to put signs on the lane. Residents could put up their own signs, they could also take details of the vans going too fast and report them to the companies they work for. The clerk was asked to communicate with the resident and see if a solution can be found.

**14/20 ESC Report**

There was no ESC report

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**15/20 SCC Report**

There was no SCC report

**16/20 Police Report**

There was no Police report.

**The meeting was re-opened by the Chairman**

**17/20 Requests for items for the agenda of the next meeting**

 None

**18/20 Date and time of next meeting**.

To note the date of the next meeting will be Monday 1st June 7.30pm

**The meeting closed at 8.05pm**