



# Mutford PARISH COUNCIL

## Minutes of the Annual Meeting of the Parish Council

held at Mutford & Rushmere Village Hall

on Monday 6<sup>th</sup> June 2022

Commencing at 7.00pm

### 24/22 Present

Cllrs Neil Glendinning (Chair), Herbert Tonkin, Martin Warnes, David Greenacre, Theresa Robinson, Jenny Sheahan (Acting Clerk)

**In attendance:** ESC Cllr Craig Rivett; two members of public

### 25/22 Apologies for absence

SCC Cllr. Judy Cloke, ESC Cllr Jenny Ceresa, MPC Cllr Read

### 26/22 Declarations of Interest

None

### 27/22 Minutes of the Annual meeting of the Parish Council of 23<sup>rd</sup> May 2022

**It was proposed by Cllr Warnes, seconded by Cllr Tonkin that the minutes of the meeting of 23<sup>rd</sup> May 2022 be accepted as a true record. This was agreed.**

The minutes were signed by the Chair.

### 28/22 Matters arising not otherwise on the agenda

**28/22/1 Clerk update** Cllr Sheahan reported that two candidates for the vacant Clerk role had come forward; Cllrs Glendinning and Sheahan will conduct the interviews in the next few weeks.

**28/22/2 DC/22/1425/FUL – Construction of 5 new dwellings and garages. Land between Southview Cottages and Holly Farm House, Chapel Road. Mutford.**

Cllr Sheahan informed the Council that their response to the planning application had been formally submitted; it was noted that SCC consultees had made observations about the design of the proposed houses being out of keeping with the existing homes in the vicinity, and the lack of a landscaping plan.

**28/22/3 Funding of works to repair play-area** Cllr Sheahan informed Council that ESC Cllrs Craig Rivett and Jenny Ceresa had agreed to use their Community Funds to share the cost of repairs to the play-area: £2,554.40 for supply and fitting of spare parts for the rota-bounce play equipment, supply of a replacement seat for the swing and supply of replacement wood-bark for the play-area. Cllr Glendinning thanked Cllr Craig Rivett and Cllr Jenny Ceresa for their generous support.

### 29/22 Adjournment for questions from members of the public

**29/22/1 Local bus service.** A resident raised the issue of the lack of a local bus service in the village, resulting in a total dependence on private cars to access the amenities of local towns. It was noted that services ran along the A146, passing through Worlingham and Barnby to Norwich. Cllr Sheahan agreed to raise the issue with the relevant parties.

**29/22/2 Poor broadband speeds.** A resident raised the issue of very slow

Signed Chairman \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

broadband speeds for several properties in the village, whilst some homes are served by new high-speed fibre. Cllr Warnes suggested the use of a router/ booster device within the home to increase broadband speeds.

**29/22/3 Signposting to Village Hall.** A resident suggested the need for signs at either end of Mill Road, to direct people to the Village Hall. Cllr Robinson agreed to pass on the suggestion to the Village Hall Committee. Cllr Rivett mentioned that Cllr Clokes may have funding available in her Highways Budget.

**30/22 Chairman's item**

Following a suggestion from Cllr Reads, Cllr Glendinning agreed to email Councillors regarding a collection to make John Armstrong's retirement as Clerk.

**31/22 Correspondence**

**31/22/1 Hedgehog homes** A new initiative had been launched by the Coast & Heaths and Dedham Vale Areas of Outstanding Natural Beauty to boost the numbers of hedgehogs. A number of hedgehog homes were available for use within the AONBs. Cllr Sheahan had contacted the organiser to find out more information.

**31/22/2 Tennis Court** A representative of the Lawn Tennis Association had contacted the Council to enquire about support for increased participation on the tennis court beside the play-area. Cllr Sheahan agreed to respond, noting the very poor condition of the court, which was now used more by families for multi-sports activities.

**32/22 Finance**

**32/22/1 Outstanding invoices**

Newsletter printing £40

Proposed by Cllr Glendinning, seconded by Cllr Warnes

**32/22/2 To receive and approve the accounts for the year ending 31<sup>st</sup> March**

**2022** Cllr Sheahan noted that a payment of £40 had been incorrectly allocated to 2021-2022 rather than 2020-2021; this increased the amount brought forward to 2021-2022 by £40. To reconcile the accounts for 2021-2022 a line has been added: 'Playground maintenance – carried over from 2020-2021'. Council accepted this approach. On a proposition from by Cllr Glendinning, seconded by Cllr Greenacre, it was agreed to approve the accounts for 2021-2022.

**32/22/3 Exemption Request** On a proposition from Cllr Tonkin seconded by Cllr Warnes it was agreed that the request for exemption from external audit be sent.

**32/22/4 Internal audit** On a proposition from Cllr Glendinning seconded by Cllr Warnes it was agreed to adopt the internal audit of the accounts for 2021-2022.

**32/22/5 Annual Governance Statement.** On a proposition from Cllr Warnes seconded by Cllr Greenacre it was agreed that the Annual Governance Statement be signed.

**32/22/6 Accounting Statements** Cllr Sheahan explained the Accounting Statement and on a proposition from Cllr Tonkin seconded by Cllr Glendinning it was agreed to approve the accounting statements for 2020-2021.

**32/22/7 Account balance** Cllr Sheahan noted a current balance of £9,860.02 for 2022-2023; a balance of £4,515.54 was carried forward from 2021-22, with an income to date of £6,611 and expenditure of £1,265.52.

**33/22 Planning**

**33/22/1 DC/22/2033/PNH - Lean-to rear extension. Lawn Farmhouse, 101 Mill Road, Mutford. Suffolk. NR34 7UP** Council discussed the application and requested Cllr Sheahan to submit to ESC Planners that there was insufficient information supplied to comment on the application.

**33/22/2 To receive outcomes of planning applications from ESC**

None

**34/22 Reports**

34/22/1 ESC - Cllr Rivett confirmed the funding for 50% of the total cost of the current repairs to the play-area, and a £200 contribution to the Village Hall Committee's Jubilee activities; free wi-fi was now available in Lowestoft High Street; new stall holders would shortly open at the East Point Pavilion in Lowestoft, to coincide with the start of the First Light Festival in mid June; and the old Post Office in Lowestoft was being restored.

**34/22/2 SCC** – Cllr Cloke, via email, had reported 972 visa applications in Suffolk from Ukrainian refugees; SCC had planted 198,547 trees in the last two years to help absorb CO2; an emphasis on walking had been launched with Walk to School week and the annual Walking Festival.

**34/22/3 Police** – no report

**35/22 Any other business of which due notice has been given**

None

**36/22 Requests for items for the agenda of the next meeting**

None

**37/22 Date and time of next meeting.**

The next meeting of the Council will be Monday 4<sup>th</sup> July 2022.

**The meeting closed at 8.10pm.**

Signed Chairman \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_