**Councillors present**: Cllr. R. Osborn (RS), Cllr. N Foster (NF), Cllr. S. Foster (SF), Cllr. K. Lucas (KL) and Cllr. B. Harvey (BH) & Cllr. P. Merrick (PM), Cllr A Marshall (AM)

**Present:**  Clerk – Vicky Bright.

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| **16/05/1**  **16/05/2** | **Meeting opened at 07.50pm**  **ANNUAL COUNCIL BUSINESS**  **Election of Chairman:**  Cllr. Rupert Osborn was proposed by Cllr. Ken Lucas and seconded by Cllr. Steve Foster. Cllr. Rupert Osborn was elected following a majority vote for and Cllr. Osborn accepted the position of Chairman for the year 2016-2017.  **To Receive the Chairman’s Declaration of Acceptance of Office:**  Cllr. Osborn signed the declaration of office of Chairman for the year 2016-2017 and this was witnessed and countersigned by the Clerk.  **Chairman’s Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):** Pursuant to section 1(2) of the Public Bodies (Admission to meetings) Act 1960 to consider the exclusion of the public and press for confidential items had taken place before the public meeting.  The Chairman welcomed everyone and gave the following statement;  “There is a change to the agenda as published this evening. The Parish Council has over several months now been trying to obtain bank statements and to change signatures on the accounts due to members resigning from the Council. We have now resolved these issues and currently the parish and village hall accounts are being reviewed and audited. This process will be completed shortly and we will be holding an extra meeting to present these accounts on Monday 13th June. Therefore, items 16/05/8, 16/05/9, 16/05/13.3 & 16/05/13.4 will be deferred to the Extraordinary meeting in June.” | **Action** |
| **16/05/3**  **16/05/4** | **Apologies: None** **Absent: None**    **Election of Vice Chairman:**  Cllr. Nick Foster was proposed by Cllr. Brian Harvey and seconded by Cllr. Rupert Osborn. Cllr. Nick Foster was elected following a majority vote for and Cllr. Foster accepted the position of Vice Chairman for the year 2016-2017.  **To Receive the Vice Chairman’s Declaration of Acceptance of Office:**  Cllr. Foster signed the declaration of office of Vice Chairman for the year 2016-2017 and this was witnessed and countersigned by the Clerk.  **To Receive the Declarations of Office by Members**  All members signed their declaration of office of Councillor for the year 2016-2017 and these were witnessed and countersigned by the Clerk. |  |
| **16/05/5**  **16/05/6**  **16/05/7** | **Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:**  None.  **Appointment of the Responsible Financial Officer:**  **Resolved 16/05/06.01**  It was agreed by full Council that the Clerk would continue in the role as Responsible Financial Officer for the year 2016-2017.  **Approval of the Minutes of the AGM Meeting held 12th May 2015 - LGA 1972, Schedule 12, para 41(2):**  **Resolved 16/05/07.01**  The minutes of the AGM meeting held on 12th May 2015, were adopted as a true statement and signed by the Chairman (RO). |  |
| **16/05/8**  **16/05/9**  **16/05/10** | **Adoption of the Annual Governance Statement and Internal Audit Report for 2015-2016:**  Deferred to Extraordinary Meeting to be held on Monday 13th June 2016.  **To Approve the Final Accounts for the Financial Year ended 31st March 2016:**  Deferred to Extraordinary Meeting to be held on Monday 13th June 2016.  **ORDINARY COUNCIL BUSINESS**  **Minutes of the meeting held on 1ST March 2016- LGA 1972, Schedule 12, para 41(2):**  **Resolved 16/03/3.1**  The minutes of the meeting held on 1st March 2016 were adopted as true statements and signed by the Chairman (RO). |  |
| **16/05/11**  **16/05/11.1**  **16/05/11.2**  **16/05/11.3** | **Planning Applications:**  **Bay Farm –** All plant related traffic has been prevented from coming through the village and via Golf Links Road (this does not include normal farm traffic).  **DC/16/0936/FUL -**  The proposed entrance is to be on land at Golf Links Road (concrete path LHS) up the hill up to Bay Farm, 100m in from the Highway. This is a variation to the existing application. Conditions to existing application to be adhered to; HGV’s/Tankers and additional transport to plant not to use Golf Links Rd or village, noise levels, construction traffic on Golf Links Road, entry/exit.  **Resolved 16/05/11.01**  No objections to DC/16/0936/FUL.  **Local Plan & Mildenhall Hub** |  |
|  | The Chairman confirmed that the Parish Council had submitted comments on the Local Plan and also on the Mildenhall Hub to the local County Councillor & MP. |  |
| **16/05/12**  **16/05/13**  **16/05/13.1**  **16/05/13.2** | **Highways Issues:**  Cllr. Brian Harvey confirmed he had been trying to get Highways onto site in the village since January 2016, to look at the issues with the Barton Mills, Freckenham and Isleham entrance/exits to the village. The proposed options for traffic calming are Buffer zones or extending the 30mph & 40mph speed limits both at Barton Mills and the Mildenhall entrances/exits (Police surveys dependent). We have secured the support of both Cllr. Colin Noble and Cllr. James Waters the SCC & FHDC Leaders. Once Highways have been on site and we have firm designs and costings for the scheme, a public consultation will be held to move forward. It was also suggested at the meeting to look at physical solutions such as, humps etc.  **Finance & Policies:**  **Parish Council Bank Reconciliation from List of Payments/Receipts April/May 2016**  The Payments and receipts for April/May 2016 were scrutinised and approved. The Lloyds Treasurer account balance was confirmed as £6,720.77 as of 10th May 2016 and the Lloyds Business Instant Access account balance was confirmed as £1,367.85 as of 10th May 2016.  **Resolved 16/05/13.01.**  That the Bank balances and reconciliation of payments & receipts be received and adopted and initialled as such by the Chairman (RO).  **Parish Council Account Cheques for signing and approval**  **Resolved 16/05/13.02**  It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. R. Osborn and Cllr. N. Foster.   |  |  |  |  | | --- | --- | --- | --- | | Suffolk Preservation Society | Membership 2016/17 | 000721 | £30.00 | | Mrs V Bright | Mileage & Expenses | 000722 | £19.77 | | Mr N Foster | Village planting | 000723 | £14.00 | | Simpsons Nurseries | Village Planting | 000724 | £158.10 | | INL Landscapes | Grass cutting | 000725 | £225.00 | | SALC | Membership 2016/17 | 000726 | £236.47 | | Pearce & Kemp | Street lighting | 000727 | £198.12 | | SALC | Payroll | 000728 | £50.40 | | **BH/RO** |
| **16/05/13.3** | **Approval of cheques and to authorise payment of invoices signed between meetings**  **Resolved 16/05/13.03**  Approved cheque payments since the last meeting.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | 11.03.16 | 703 | Pearce & Kemp | Street lighting | £132.08 | | 11.03.16 | 704 | Mrs S Field | Hours & Mileage | £37.03 | | 11.03.16 | 705 | Mrs V Bright | Expenses | £12.63 | | 01.04.16 | 706 | Mrs V Bright | Office allowance 2016/17 | £100.00 |   **Village Hall Accounts & Bank Reconciliation**  Deferred to Extraordinary Meeting to be held on Monday 13th June 2016.  **Resolved 16/05/13.04**  It was agreed to approve the payments for the Village Hall of the following outstanding invoices and the cheques were approved and signed by Cllr. R. Osborn and Cllr. N. Foster.   |  |  |  |  | | --- | --- | --- | --- | | Bauer Electrical | Electrics Certificate | 000761 | £581.05 | | Business Services at CAS | VH Annual Insurance | 000762 | £469.86 | | Browns of Burwell | Heating Oil | 000763 | £356.79 | | Ashill | Fire Safety Inspection | 000764 | £62.40 | | FHDC | Bins | 000765 | £70.04 | | WPC | Reimburse AMH Chq 701 | 000766 | £75.00 | | WPC | Reimburse Browns of Burwell Chq 702 | 000767 | £321.11 | |  |
| **16/5/13.4**  **16/05/14**  **16/05/15**  **16/05/15.1**  **16/05/15.2**  **16/05/15.3**  **16/05/15.4** | **Village Hall Toilet Refurbishment Financial Report**  Deferred to Extraordinary Meeting to be held on Monday 13th June 2016.  **Correspondence:**  None.  **Parish Matters:**  **Defibrillator**  Deferred to the next ordinary meeting to be held on Tuesday 12th July 2016.  **Village Sign**  Deferred to the next ordinary meeting to be held on Tuesday 12th July 2016.  **Village Planting Update**  Cllr. Nick Foster updated the meeting with the following;  “At the end of April, Cllr. Steve Foster, Ed Lubbock and myself met up and planted the shrubs at the three entrances to the village. Although small and rather unnoticeable at the moment, they should grow up in no time. Towards the end of August/early September we intend to plant the bulbs around the signs as well. The total cost for all the shrubs planted was £172.10, which was paid for by the money we won from the Village of the Year Competition in 2014. Driving through Moulton a couple of weeks ago, I noticed that under all their street signs, where landscaping companies have sprayed weed killer and left bare dirt, that they have installed planters filled with a selection of different bulbs/plants. Looking forward I wondered whether this may be something we could do, just to make the bare patches less of an eyesore and bring a bit more colour to the village.”  **PC Land Ownership**  Deferred to the next ordinary meeting to be held on Tuesday 12th July 2016. | **Clerk**  **Clerk**  **Clerk/NF** |
| **16/05/16** | **Items for next Meeting to be held on Tuesday 12th July 2016 at 7:30pm, in the Village Hall.**   * Defibrillator * Village Sign * PC Land Ownership   Meeting closed at 8:35pm  Signed: Nick Foster Date: 12th July 2016  Vice Chair, Worlington Parish Council |  |
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