

RISBY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Thursday 14th May 2015

Councillors present: D Abrey (Chairman), S Gray, C Sutton, J Read and J Gray.

Also present Mrs J Ince (Clerk) and 3 members of the public

1. Election of chairman and vice chairman

D Abrey was nominated and following a vote, it was resolved that he would be chairman. I Turner was nominated and following a vote, it was resolved that he would be vice-chairman.

2. Signing of Declaration of Acceptance of Office and agreement to abide by the Council's Code of Conduct by the chairman and councillors

The chairman and councillors signed a Declaration of Acceptance of Office.

3. Acceptance of apologies for absence

Apologies were received from S Smith and I Turner.

4. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda.

5. Approval of minutes of meeting held on Thursday 5th March 2015 and the planning meeting held on 8th April 2015.

It was resolved that the minutes were correct. The chairman then signed the minutes.

6. Register of Members' Interests form.

The councillors completed new Register of Interest forms.

7. Update on list of actions agreed at the last meeting

There were no outstanding councillor actions.

8. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- Risby Village Hall - annual donation as agreed in the budget - Local Government (Miscellaneous Provisions) Act 1976 s.19 - **£500.00**
- McGregor Services - grass cutting - Open Spaces Act 1906, s10(b) or s11 - **£234.00**
- J P Ince expenses – LGA 1972, s111 - **£30.32**

C Sutton and D Abrey signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

No payments were authorised between meetings.

c) Approval of the record of online payments made since the last meeting

It was resolved that the record of online payments would be approved. C Sutton then signed it.

d) Signatory to complete the checklist of Internal Controls

C Sutton completed and signed the checklist of internal controls.

e) Internal control of the 2014/15 accounts carried out by S Smith

S Smith has completed internal controls of the accounts. No issues were raised.

f) To approve the Income and Expenditure accounts for the financial year 2014-2015

It was resolved that the Income and Expenditure accounts would be approved. The chairman then signed them.

g) To complete and sign sections 1 and 2 (Statement of Accounts and Statement of Assurance) of the annual return 2015 and to approve and sign the supporting notes.

Councillors completed sections 1 and 2 of the Annual Return 2015 (Statement of Accounts and Statement of Assurance). The chairman and RFO then signed both sections. Councillors also approved the supporting notes.

h) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2015

It was resolved that the financial report would be approved.

i) Confirmation of the Council's eligibility to continue to use the General Power of Competence

The Council confirmed its eligibility to continue to use the General Power of Competence based on the following criteria:

- At least two thirds of the membership of the council had been elected in 2011
- The clerk holds the Certificate in Local Council Administration and has passed the 2012 CiLCA module on the General Power of Competence

j) **Precept information for 2015/16**

St Edmundsbury Parishes	Total Parish Requirement (amount paid to Parish)	Parish Revenue Support Grant	Local Council Tax Support Grant	Parish Precept (amount paid by Parish Residents)
Risby	£9,723	£971	£302	£8,450

k) **Letter from Computershare about the redemption of the Council's consolidated stock (Consol Dividend)**

It was resolved that no action would be taken as point 7 on the letter states that a cheque for the redemption proceeds will automatically be sent to Risby Parish Council after 25th June 2015 if no redemption form is received.

9. **Planning****DC/15/0730/FUL - 15 - 16 The Avenue - 4 x 3 bedroom bungalows (following demolition of existing 2 x semi - detached houses) with associated access and garages**

It was resolved that no objections would be made for this application but that a request would be made for a planning condition that all construction vehicles park on site and not on the verge in Quays Road or in Quays Rd itself as it is a narrow road.

10. **Allotment Rent**

All the allotment rent has now been received. The income is down slightly as some people who previously rented half plots at a cost of £10 have not rented a whole plot for £15, whereas two half plots let separately would bring in £20. It was resolved that a review of the charges for allotments would be added to the next agenda.

11. **Highways/rights of way matters/tree or transport issues:**a) **E-mail from a resident about the dust on Newmarket Road**

It was resolved that the Council would speak to Councillor Hopfsenberger about this as it is an issue for Highways or the Highways Agency, not the Parish Council.

b) **Letter from a resident re trees near Elder Cottage**

In the tree survey carried out in December 2014 there were no signs of any defects and no action was required. The trees will be surveyed again in December 2015. It was resolved that the Council would ask Haydens for their recommendations during the next tree survey and decide what action to take then.

15. **Correspondence**a) **Information from BT about their Adopt a Kiosk scheme**

It was resolved that this item would be deferred until the next meeting.

b) **Letter from Havebury re installation of solar panels on some of their properties. They do not have a definitive list of properties yet - for information only**

There being no further business the meeting closed at 7.45pm.

Signed (Chairman) Dated