

DRAFT UNTIL SIGNED

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL  
Minutes of the meeting held Monday 8 April 2019 at the Riverside Centre

Present: Councillors Ian Norman, Richard Ayres, Gordon Gilbert, Ian Tayler, Rosemary Conibeer, Colin Lee, Jill Pass

Apologies: Tim Plant, Councillor Andrew Reid (SCC)

In attendance: Parish clerk Debbi Tayler, Councillor Carol Poulter (ESC)

**1/19 Apologies**

Apologies were received from Councillors Reid and Plant.

**2/19 Declarations of Interest**

Councillor Pass declared an interest in item 10/19.

**3/19 Minutes of meeting held 11 March 2019**

The minutes of the last meeting were unanimously approved and signed.

**4/19 Questions from the public**

There were no questions from the public.

**5/19 Reports from County and District Councillors**

Councillor Reid's report had been circulated before the meeting. Councillor Poulter explained that the council is now in purdah pending local elections for which she is a candidate. She reminded the council that SCDC has now merged with Waveney District Council and is now operating as East Suffolk Council. Ward boundaries have changed and she is currently councillor for the Wickham Market ward which comprises nine parishes.

She said that she supports the PC's response to Stage 3 of EDF's public consultation.

**6/19 Clerk's Report**

The correspondence log was circulated.

The clerk advised that she has received Notice of an Uncontested Election as ESC did not receive more nominations than seats available on the parish council. The clerk reminded councillors that they will be required to complete a new Declaration of Interests form and one for election expenses.

The clerk reported she has received a request from Maureen Greaves at the Riverside Centre to have a sign made setting out the history of the sign to put on the villages sign. The history is a sheet of A4. Councillor Norman proposed that the information be posted on the website but not on the sign. This was seconded by Councillor Conibeer and unanimously approved.

**7/19 RFO's report**

On 29 March there was £3977.86 in the council's bank account.

There were three invoices for approval.

		Legal power
Clerk's salary	183.65	LGA 1972 s.112
PAYE Month 11	45.80	LGA 1972 s.112
SALC annual subscription	137.47	LGA 1972 s.111

The invoices were all approved. The balance in the account is now £3610.94.

There were no receipts but the clerk advised she has made a claim for repayment of VAT for £187.40.

**8/19 End of year expenditure v budget report**

The clerk presented the report showing expenditure v budget for the period 1 January 2019 to 31 March 2019. The report shows that at the end of the financial year 92.6% of the annual budget had been spent and 51.4% of the available budget was spent. The amount to be carried forward into the 2019/20 year is £3978. The report was approved.

**9/19 Certificate of Exemption for AGAR 2018/19**

As the council meets the criteria for exemption of a limited assurance review the council approved completion of the certificate. This means that the council must have an internal audit review and publish financial information but it will not be necessary to have an audit by an external auditor.

**10/19 Prior notification – proposed change of use of an agricultural building to a dwelling – Little Stud Farm, Great Glemham Road, Stratford St Andrew**

Councillor Pass explained the basis of the application and then left the meeting while it was discussed. As the building had been in use solely for agricultural use as part of an established agricultural unit on 20 March 2013 or before it was agreed that the criteria for permitted development right had been met. It was agreed that the clerk will respond to planning on this basis.

**11/19 Reports from external meetings**

Councillor Gilbert had attended a SPLG meeting to finalise their response to EDF. Councillor Norman had attended a SALC area meeting.

**12/19 Items for future meetings**

The next meeting is the Annual Meeting of the council at which the clerk will present the audit figures. Declarations of Acceptance of Office will need to be signed and the first item will be the election of a chair.

The Annual Parish Meeting will take place on the same date. The clerk will write to the Alde Valley Lunch Club, the PCC and the Riverside Centre requesting their attendance and reports.

Date of next meeting 13 May.

The meeting was closed at 21.15.

Signed.....Date: \_\_\_\_\_