

**Minutes of Great Bealings Annual Parish Council Meeting held on Tuesday 7th May
2024 commencing at 8.45pm at Bealings Village Hall**

Present: Sue Prentice (Chairman) (SP), John Carter-Jonas (JCJ), Caroline Saunders (CS), Regan Scott (RS), Trevor Harris (TH)

In attendance: Mrs Dee Knights, Clerk to the Council (DPK), 2 members of the public

1. Election of Chairman

SP was elected as Chairman, proposed by JCJ and seconded by CS.

2. Apologies for Absence

Apologies were received from Colin Hedgley

3. Declarations of Interest - None

4. Declarations of Lobbying and Responses to Lobbying - None

5. Election of Officers:-

Vice Chairman – John Carter-Jonas – proposed by SP, seconded by CS

Footpaths – Regan Scott– proposed by SP, seconded by JCJ

Tree Warden – John Carter-Jonas, proposed by SP, seconded by JCJ

Village Hall Rep – Trevor Harris – proposed by SP, seconded by CS

6. To approve the Minutes from the Meeting held on 12th March

The minutes were approved and signed

7. Clerk/Councillor Updates

River gauge for Lodge Road – it was agreed to purchase this, JCJ will arrange

8. Public Participation Session – Nil

9. Report by County Councillor Elaine Bryce – No report had been received

10. Planning Applications:

(i) **New Applications** – none

(ii) **Decision Updates** – no further decisions have been made

11. Other Planning Matters:

(i) **Enforcement matters**

ENV/22/0069/USE – Water Meadow, Lower St – nothing further to report.

Monitoring will continue

(ii) **Review of Neighbourhood Plan** – as reported at the earlier meeting, this is awaiting consideration by ESC

(iii) **Other matters** – none

12. Village Fete

The publicity is going well, some new volunteers have come forward, more are still welcome. A judge is needed for the dog-show – TH made a suggestion.

13. Vacancy for Parish Councillor

No applications have been received

14. Highways and Footpaths:

- (i) **Speedwatch** - There has been no response to the request for more volunteers. CH may have to return the equipment to the police. TH suggested that the format for the rota be changed to make it less onerous – he will speak with CH.
- (ii) **SAVID/SID** – Savid have raised enough money for another SID which will probably be offered to Playford. There will then be a permanent SID in all 3 parishes – GtB, LtB and Playford. JCJ has purchased the laptop for our SID but is experiencing difficulty in linking them, he may need to call on outside help
- (iii) **Other Highways matters** – JCJ has in hand the purchase of the right-hand bend sign.
- (iv) **Footpaths** – RS reported that “Beware of the Bull” notices have been put up on some footpaths

15. Environmental Issues:

- (i) **Trees** – a few are to go to Lord Cranworth’s estate.
- (ii) **Other matters** – none

16. Review of Procedures

The following documents have all been reviewed and were approved and accepted by Cllrs:

- Model Code of Conduct – amended 2022
- Freedom of Information – Model Publication Scheme – amended 2021
- 2018 Model Standing Orders –amended 2021

The Risk Assessment was deferred to be amended in conjunction with that for the SCC Emergency procedures. The Financial Regulations have just been revised and updated and were only received today. The Clerk will study these and circulate them in due course.

17. Finance and Admin**(i) Authorisation of payments**

The following payments were authorised, proposed by TH and seconded by JCJ:

Payee	Description	Amount £
Mrs D P Knights (dated 28.05.24)	May salary	305.61
HMRC (dated 06.06.24)	May PAYE	76.20
Mrs D P Knights (dated 28.06.24)	June salary	305.61
HMRC (dated 06.07.24)	June PAYE	76.20
Bealings Village Hall Trust	Annual Donation	750.00
Fynn-Lark News	“ “	200.00
Mrs D P Knights	Annual Working from Home Allowance	312.00
Mrs D P Knights	Office Expenses	81.90
SALC	Annual Subscription	173.39

(ii) Annual Internal Audit Report 2023/24– This was accepted, proposed by RS and seconded by CS

(iii) Annual Governance Statement 2023/24 - This was approved for signature, proposed by CS and seconded by JCJ.

(iv) Accounting Statements 2023/24 and Certificate of Exemption - The Accounting Statements for 2023/24 and the Certificate of Exemption were approved by Councillors. TH proposed that we accept these and this was seconded by SP. The hard copies of the AGAR forms were signed.

SP placed on record her thanks to Eric Barnett for auditing the accounts and to the Clerk for their clear presentation.

(v) Other Finance and Admin matters

(a) Precept – The complete annual precept of £8,000 has been received

(b) Annual Bank Reconciliation – This was approved and signed

©**Other** - None

18. Correspondence

(i) Fynn Lark News – It is the turn of GtB to produce the lead item for the July magazine. SP will draft an article about the Village Fete.

(ii) Break-in – this had occurred at Rosery Farm and the presence of CCTV resulted in a person being arrested. Residents are reminded to securely lock up their tools and equipment.

19. Date of next meeting: Tuesday 9th July at 6.30pm

The meeting closed at 9.26pm

Signed
Chairman