

MINUTES OF THE ANNUAL ONEHOUSE PARISH COUNCIL MEETING HELD ON
MONDAY 14 MAY 2018 AT 7.30 P.M. IN TRINITY HALL

Present: Cllrs Raisey (Chairman), Cruickshanks, Corker, Copping, Willshere and 5 members of the public.

1. **Election of Chairman.** Cllr Raisey was proposed, seconded and elected.
2. **Election of Vice-Chairman.** Cllr Cruickshanks was proposed, seconded and elected.
3. **Apologies for absence** were received from Cllrs Crissell and Taylor.
4. **Signing of Declarations of Acceptance of Office.** Forms were duly signed and witnessed by the Clerk.
5. **Nomination of representative to SALC** Cllr Crissell was duly elected.
6. **Nomination of representative to OHS Village Hall & Playing Field Trust Management Committee.**
Cllrs Corker and Copping were proposed, seconded and elected.
7. **Nomination of Public Transport Liaison Officer**
The Clerk will continue in this role.
8. **Nomination of Road Safety Officer**
As the Road Safety Committee has been disbanded this role is no longer required.
9. **Nomination of Tree and Footpath Warden**
Cllrs Copping and Corker were elected to this joint role
10. **Nomination of Paupers Graves Officer**
Cllr Taylor was re-elected to this post.
11. **Appointment of OHSMag/website Committee**
Cllrs Raisey and Copping along with Mrs Fuller were elected. They will serve on the committee with Mrs Raisey Distribution Manager and Matthew Ball Graphic Designer.
12. **To appoint Responsible Financial Officer** Mrs Fuller as Clerk was appointed.
13. **Nomination of Cllr to carry out internal financial checks** Cllr Willshere was proposed, seconded and elected.
14. **To review insurance and cheque signatories.**
Cllrs are happy with the service and cost of insurance with Suffolk ACRE Services. The bank mandate needs to be amended so that Cllrs Crissell and Copping can be cheque signatories.
15. **To review the effectiveness of our internal audit and systems of internal control.**
Cllrs have reviewed current systems which they find to be effective and satisfactory.

16. To confirm and approve the minutes of the meetings 9 April 2018.

The minutes were approved and signed.

2908

17. To receive members Declarations of Interest on agenda items. There were none.

18. Adjournment. The meeting adjourned at 7.45 p.m.

Cllrs were asked about footpath cutting. Tween Farming have been contracted to cut at their discretion. The new dog bin for the top of Church Walk will be ordered shortly. Concerns were expressed regarding the dangers at the junction of Union Road and Starhouse Lane. The Clerk was asked to contact County Councillor Storey as Councillor in charge of SCC Highways about the vehicle movements during the recent closure of Union Road and what will happen once the development along Union Road take place. Potholes remain a concern to many residents and Cllr Cruickshanks asked if OPC could use its own funds to get some of the work done. After discussion it was decided not to take any action at this stage. Markings on the path at Chilton Leys corner need repainting.

Action: the Clerk

19. Planning Matters

a) To discuss and make recommendation to MSDC on the following application and any others received prior to this meeting

18/01646 Erection of a two storey side extension. 30 Ash Road - support

b) To receive MSDC decisions on previously considered applications. There were none.

20. Finances

To approve payment of the following invoices:

a) 18/006 £411.55 Mrs P Fuller salary and expenses April 2018

b) 18/007 £204.00 MSDC dog & litter bin emptying 2018/19

c) 18/008 £342.00 Gipping Press May OHSMag

d) 18/009 £148.40 Suffolk County Council pension payment May to be sent off 5 June

Items a) – d) + e) were approved and cheques issued.

e) To receive monthly financial report from the Clerk

The Community Account balance at the end of April was £39,399.51. Less this month's cheques and adjustments of £560.00 for adverts and £86.76 insurance paid in advance, the corrected figure is £38,771.33.

f) 18/010 £168.99 Mr D Daniel odd jobs around the parish

21. Highways Matters. There were none.

22. To consider storage of OHSMag archive and take any necessary action.

Cllr Willshere agreed to get the archive scanned and Cllr Corker agreed to store the hard copy until it is scanned. We will seek volunteers to add it to the website.

Action: Cllrs Willshere and Corker

23. To consider replacement flower boxes and take any necessary action.

Boxes are available from Narey's at £34.00 for 34' x 12' x 10' and £27.99 for 28' x 12' x 10' which are smaller than the current boxes. Cllrs Corker and Copping will survey the village to decide how many we need and where they will be sited for the next meeting.

Action: Cllrs Corker and Copping

24. To receive an update on the Paupers Graves site and take any necessary action.

Two sessions have been held and chippings spread on footpaths. Grass areas have been mowed.

2909

25. To discuss development of land around the parish and take any necessary action.

Hopkins Homes have been stopped from removing further trees and hedging along Union Road.

26. To discuss Onehouse website and OHSMag and take any necessary action.

OHSMag ran at a loss of £400.58. This assumes that outstanding invoices will be paid during the coming year. A cheque for £88.00 has been returned to drawer and the company is in administration therefore funds will not be recovered. It was unanimously agreed to contact Harleston and Shelland Parish Meetings for their proportional of this loss totalling £488.58. *Action: the Clerk*

27. To receive correspondence/communications and to deal with any matters.

A complaint has been received about the number of potholes along Lower Road near to the wooded area. The email will be passed to County Cllr Storey as head of SCC Highways and copied to County Cllr Otton. **The following items have been circulated to Cllrs:** MSDC five-year housing land supply report, Stowmarket Vision for Prosperity action plan, one council update, MSDC report April 2018 – appendices for CIL expenditure, alternative visitor information services workshops. **SCC** temporary closure Onehouse Footpath 17 14/5/18-13/11/18 to enable construction of an infrastructure road and services to Taylor Wimpey site, funding for first time central heating systems available, Suffolk Trading Standards bulletin 25, 27 April, 3 March, Post 16 travel policy statement 2018/19. **SALC** announcement GDPR, weekly bulletin 16, 23 April, 11 May, GDPR Learning Together e-bulletin issue 2, update on GDPR and Data Protection Bill, Mid Suffolk South area meeting 21 June. **Suffolk Police** ‘Your Police Your Say’ meetings, Engagement Officer for Mid Suffolk Area. **Rev Childs** Licensing of Associate Priest at St Mary’s Buxhall 14 May. **Rural Services Network** Rural Vulnerability Service – rural broadband & fuel poverty April, rural transport May, news digest 16, 23 April, 8, 14 May, rural housing spotlight, rural opportunities bulletin. **Cllr Otton** response from Highways England to customer letter A14 J47a & J47 Haughley concrete repair scheme. **Suffolk Preservation Society** training seminar for responding to planning applications and writing Neighbourhood Plans. **Community Action Suffolk** agenda announced for the Suffolk Voluntary Conference 2018, news 3 May.

28. To receive reports

a) Report from the Clerk

Fence at 88 Forest Road – MSDC has advised that this is permitted development as it is not beside the footway.

Odd jobs – these have been completed by Mr Daniel this week. The dog bin has been replaced outside the Community Centre, Church Walk sign erected and the PC

noticeboard stained and varnished. It is noted that the board should be revarnished every 5 years.

Wooden bench near the village sign – needs sanding down and varnishing. The Clerk will ask Mr Daniel for a quote.

2017/18 accounts – are with the internal auditor. However as both income and expenditure are below £25,000.00 an exemption certificate has been signed by the Clerk and Chairman for the external auditors. All other documentation will need to be published on the website by 3 July 2018.

Local Council Review – the subscription for 2018/19 is now due. It was agreed not to continue with the subscription.

b)Report from Community Speedwatch Scheme

2910

Three further checks have been carried out and only 3 cars recorded over the limit. There has been no response from the Police regarding recalibration of the gun.

Finborough Road residents have asked if they can borrow the gun to take speed checks along Finborough Road. This is not possible as there is no designated area, the gun can only be used for CWS and they have no training.

29. **Questions to the Chairman.** There were none.

30. **Items for next agenda.** Flower boxes, Paupers Graves, OHSMag/website, Community Speedwatch, development

31. **To confirm date, time and place of the next Parish Council meeting as Monday 11 June 2018 7.30 p.m. in Trinity Hall.** Noted.

The meeting closed at 9.09 p.m.

Signed.....

Dated.....