

**Minutes of Little Bealings Parish Council meeting held** with members in remote attendance (via Zoom) at 7.15pm on Monday 6 July 2020

**Present:**

Mr I Ransome (Chairman), Mr M Garnham, Ms D Head, Ms H Saagi and Mrs M Wilson

**In attendance:**

Mrs C Ramsden, Clerk to the Council

**Also present:**

District Councillor Colin Hedgley (for part of the meeting)

### 1. Apologies, Declarations of Interest and Dispensation Requests

Apologies were received from Mr Hunter who was unwell and Dr Hopkins, who was away. It was **RESOLVED**:

- to accept the apologies for absence.

There were no declarations of interest or requests for dispensations.

### 2. Impact of the Local Authorities and Police and Crime Panels

**(Coronavirus)** Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) Regulations 2020 on the Business of the Council

It was **RESOLVED** that:

- meetings of the Council would be held with members in remote attendance via Zoom as necessary for the foreseeable future
- in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) Regulations 2020:
  - Meetings of the Council would be held with members in remote attendance via Zoom as necessary for the foreseeable future
  - There would be no Annual Parish Council meeting during 2020 and all appointments would continue until the Annual Parish Council due to be held in May 2021

### 3. Minutes of the Meetings held on 24 February, 2 March and 16 March 2020

It was **RESOLVED**:

- to approve the minutes of these meetings with amendments to those of 24 February and 16 March

#### 4. Matters Arising from the Minutes

There were no matters arising.

#### 5. Planning

##### 5.1. Consultation on Main Modifications to the Suffolk Coastal Local Plan

It was noted all references to the previously proposed Ipswich Northern Bypass had been removed and **RESOLVED**:

- that no response would be sent to the consultation

##### 5.2. DC/20/0199/FUL: Conversion of Existing Barn to create 4 x 2 bedroom dwellings: Beacon House Playford Road

The views of a nearby resident had been circulated to Councillors and it was **RESOLVED**:

- that there was no objection to the principle of a barn conversion which provides two bedroom properties for first time buyers. However, there were grave concerns about the safety of the proposed access to the highway for the following reasons:
  - the road is narrow and visibility is poor; even if visibility is improved by the provision of a splay the road is too narrow for traffic to enter and exit and allow passing traffic, especially cyclists, to use the road safely
  - improving visibility, which would only partially resolve the issue given the narrowness of the road, would involve the felling of a large oak tree, which the Council wished to see retained
  - there is insufficient room for the safe location and collection of the refuse bins required to serve four additional properties at the entrance

In consequence, the Council wished to see access to the properties provided from Playford Road.

##### 5.3. DC/20/1248/FUL: The property: 'The Angela Cobbold Hall' was purchased by

**community resource. We are seeking to replace the original 1939 windows with new double glazing: The Angela Cobbold Hall, The Street**

It was **RESOLVED**:

- that there was no objection to the application

##### 5.4. Update on Previous Applications

It was noted that the following appeals against refusal by ESC had been permitted:

**DC/20/0139/FUL: Pipits Hill - Proposed two storey side extension and reconfiguration of adjoining areas to existing dwelling, incorporating a hip to front elevation of the extension**

**DC/19/3562/FUL: Proposed Alterations and Side Extensions: 1 Holly Lane**

It was noted that:

**DC/20/0748: Erection of annexe at Broombank, Sandy Lane**

This application had been withdrawn

**DC/20/0710: Extension of toilet for new boiler and new shed - All Saints Church** This application had been approved

**ENF/2019/0303/USE: Enforcement Action at The Chestnuts, Martlesham Road**

ESC had advised the owners that the business required planning permission but it was unlikely to be granted given the location in the countryside and site restrictions. However, due to Covid19 ESC had not served the time sensitive enforcement notice. District Councillor Hedgley asked to be kept informed of any further response from ESC regarding the matter.

It was noted that the following decisions had been taken by the Council under delegated powers:

**DC/20/1751/FUL: Construction of single storey outbuilding for recreational use. Windows to south, east and north facing walls. Doors to east facing wall: Marydene Cottage Martlesham Road - no objection**

**DC/20/2032/FUL: Proposed rear single storey extension, garage conversion and extension to form link between the main dwelling and the garage to be converted: Homewood 17 Beacon Lane - no objection**

**DC/20/1471/FUL: Erection of a self build three bedroom detached dwelling and detached garage and store within garden amenity land: No 1 Holly Lane – objection**

**DC/20/1909/FUL: Erection of a two-storey dwelling and formation of vehicular access to Martlesham Road: Bealings Holt Martlesham Road – objection**

## 6. Finance

### 6.1. Adoption of Financial Regulations for 2020/21

It was **RESOLVED**:

- to adopt the Financial Regulations model as provided by NALC, as previously customised by the Council but, in view of restriction on the Council's ability to meet in person as a result of Covid19, with an amendment to Regulation 4.5 to increase the limit on revenue expenditure authorised by the Clerk from £200 to the NALC recommended amount of £500

### 6.2. Review of Internal Audit and Adoption of Accounts for 2019/20

The accounts for 2019/20 and Annual Governance and Accountability Return Part 2 (AGAR), including the internal auditor's report had been circulated to Councillors. The Council reviewed the effectiveness of its internal financial control in accordance with the requirements of the Annual Governance Statement. After consideration, it was **RESOLVED**:

- that the current system for internal financial control and the internal audit were effective and appropriate
- that the Council certify itself as exempt from a limited assurance review on the grounds of meeting the relevant criteria
- to approve the Annual Governance Statement contained in section 1 of the AGAR

After further consideration it was **RESOLVED**:

- to approve the accounts and the Accounting Statements for 2019/20 contained in section 2 of the AGAR

The Chairman signed the AGAR as required.

### 6.3. Income and Authorisation of Expenditure

The first half of the precept (£4,500) had been received from ESC. It was noted that the following expenditure had been incurred during Covid19 lockdown:

- S111 and S112 LGA 1972:
  - Clerk's net salary for April: £273.70
  - PAYE for April: £68.20
  - Clerk's annual allowance: £216.00
  - Clerk's expenses: £47.50 plus £9.50 vat
  - Clerk's net salary for May: £273.70
  - PAYE for May: £68.20
- S137 LGA 1972:
  - CAS membership donation: £30
  - Donation to Fynn-Lark News: £150
  - Donation to Bealings Village Hall and John Belstead Playing Field: £750
- S111 LGA 1972
  - SALC membership: £258.42

It was **RESOLVED** that the following expenditure be incurred:

- S137 LGA 1972
  - Donation to AGE UK Suffolk: £25
  - Donation to Citizens Advice Bureau: £25
- S111 LGA 1972: Gift to the Internal Auditor: £20
- S111 and S112 LGA 1972:
  - Clerk's net salary for June: £273.70
  - PAYE for June: £68.20

A schedule of the above payments was signed by the Chairman and arrangements would be made for the signing of cheques.

#### **6.4. Bank Reconciliation for the First Quarter**

It was noted that this was due for the months of April, May and June and **RESOLVED** that:

- if Mr Hunter was unable to undertake the work this would be carried out by Ms Saagi in due course.

### **7. Consultation on Member Code of Conduct**

It was noted that Councillors were able to respond to this consultation by NALC individually if they wished.

### **8. Matters Arising from Circulated Items**

It was **RESOLVED** that:

- Mr Garnham or the Chairman would represent the Council at a meeting of SAVID on a date to be confirmed
- Dr Hopkins would represent the Council at a Police/ESC ASBO meeting to be held on 16 July

### **9. Date of Next Meeting**

The next scheduled meeting of the Council would be on 7 September 2020 but an additional meeting would be held on 20 July to consider an Employment matter.

There being no further business to discuss the meeting closed at 7.57pm.