

Nacton Parish Council

Minutes of the Parish Council Annual General Meeting on Wednesday 11 May 2022 starting at 8.15pm

Present:

Parish Councillors: Cllr. B Hunt (Chairman), Cllr. P Warner (Vice Chair), Cllr. J Leeder, Cllr. E Wilson, Cllr. W Cook
Mrs C Lucas (Clerk)

Agenda Item	Context/Discussion	Actions and Decisions
5. Apologies for absence	Apologies received and accepted from Cllr. R Eaton, Cllr. I Hatfield and Cllr. D Garrett. Apologies received from District Councillors Mick Richardson and Richard Kerry	
6. Declarations of Interest	None	
7. Election of Chairman	Cllr. Hunt was unanimously re-elected as Chairman Cllr. Cook publicly thanked Cllr. Hunt for all his hard work securing funding and organising purchases for Victoria Field over the past year.	
8. Allocation of councillor/clerk roles for the next 12 months	• Vice Chair – Paula Warner • Poors Field – Paula Warner/Rob Giles • Community Council – Brian Hunt • Finance Advisory Group – Brian Hunt/Jos Leeder/Iain Hatfield/Clare	

	Lucas • Matters of the Moment – Clare Lucas/Paula Warner/Brain Hunt • Emergency Plan Group – William Cook (supported by all councillors) • Village Hall – Emma Wilson • SALC- Rotated by all councillors • Induction – Brian Hunt • George Court – Judith Wyndham • Tree Warden – William Cook • Levington Almhouses – Ros Eaton • Village Recorder – Paula Warner • Sizewell C Representative – William Cook	
9. Invitation for public to comment on agenda items	No comments	
10. Minutes and actions of the last meeting	Previous actions: • Clerk to chase up noticeboard delivery – complete • Councillors to reflect on Ukraine housing request – personal choice as to respond or not • Clerk to claim back VAT – processing • Clerk to ensure CIL process completed on time – purchases made –	

	complete • Cllr Hunt to find out if grant money can be spent on a lawnmower for maintenance purposes – the answer to this was no, however, the clerk asked if CIL money could be spent on a lawnmower and the answer was yes. • Cllr. Hunt to cancel zoom – complete • Emergency Plan to be added to next agenda – this is a rolling agenda item until the plan is complete • Cllrs to send event information to clerk for inclusion in the parish newsletter – complete • Printed copies of the newsletter to be distributed to those in the village and at Priory Court – complete • Clerk to order bike racks – complete Previous minutes agreed for accuracy and signed by the Chairman.											
11.Finances	7.1 – Payments agreed: <table><tr><td>Clerk's salary (April and May)</td><td>£647.40</td></tr><tr><td>Clerk's expenses (£18.72 mileage plus new magnets for noticeboard £10.75)</td><td>£29.47</td></tr><tr><td>Village Hall rental for meeting</td><td>£28</td></tr><tr><td>Additional item agreed not on agenda – cement for Victoria Field</td><td>£11.80</td></tr><tr><td>and refreshments for meeting</td><td>£7.27</td></tr></table>	Clerk's salary (April and May)	£647.40	Clerk's expenses (£18.72 mileage plus new magnets for noticeboard £10.75)	£29.47	Village Hall rental for meeting	£28	Additional item agreed not on agenda – cement for Victoria Field	£11.80	and refreshments for meeting	£7.27	Actions: Quotes needed for a printer and lawnmower
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Clerk's expenses (£18.72 mileage plus new magnets for noticeboard £10.75)	£29.47											
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	<u>Total £723.94</u> It was agreed that the clerk could purchase a new printer (for double-sided printing) up to the cost of £250 – to be confirmed at the next meeting. It was agreed that the remaining money for Victoria Field would be spent on: • 2 new bins on posts for Victoria Field • Play equipment for the Sports Field It was agreed that CIL money would be spent on a lawnmower (to be stored at the Sports Field) – quotes required.	
12. Correspondence	• Suffolk Accident Rescue Service email sent to all councillors – noted • Suffolk LED lighting upgrade - noted	
13. Planning Applications	No comments to make on current live planning applications.	
14. Parish documents	Documents adopted by Nacton Parish Council and to be updated for website: • Standing orders • Financial regulations • Asset schedule – this needs the following updates: ○ Noticeboards are now 3, not 2 ○ Benches in Victoria Field are now 3, not 1 ○ Tables in Victoria Field are now 3, not 1	

	○ Chat benches in parish x 2 ○ 14 litter pickers/4 hoops/11 jackets • Parish risk assessment • Asset risk assessment • Complaints procedure • Filming at meetings protocol • Training and development policy	
15. Chairman's update and Parish Matters	The Chairman gave an update on the purchases for Victoria Field (2 benches and trim trail) there has been lots of progress and money well spent as the trim trail is being well used by the children in the parish. Next steps are to try and get a By-Law in place to stop dogs from going on Victoria Field as currently there is no legal power to stop them. Now children's play equipment in place this should be possible. A parishioner had asked for a memorial tree to be planted in Victoria Field but Cllrs thought this would not be appropriate as many others may come forward with the same request and there isn't space for more trees on Victoria Field. As the Jubilee memorial tree was not thought appropriate to put in Victoria Field this request cannot be agreed upon. However, a tree may be planted in Paupers Wood – Cllr. Hunt to respond to the email.	Action: Cllr. Hunt to make contact with the District Council regarding a By Law for Victoria Field.
16. Matters raised by and reports by Councillors	None	
17. Public question time	None	

Date of the next meeting: Wednesday 26th July 2022 at 7pm

