

MENDHAM PARISH COUNCIL

ANNUAL MEETING – 13TH MAY 2019

DRAFT MINUTES [not yet approved by councillors]

Prior to the meeting elected parish councillors signed their acceptance of office forms.

1. The retiring chairman, Tony Dawson opened the meeting with apologies from Richard Mattocks. Present were Thelma Brown, Steve Keeling, Mark Shortt, Kathy Ferrar, Denis Pye and Jimmy Kent. Also present were Clare Rix and the clerk, Caroline Cardwell.
2. Election of chairman for the coming year – Denis Pye was unanimously elected, he signed the acceptance form and took the chair.
3. Vice-chairman – Thelma Brown was proposed and unanimously elected.
4. Co-option of new councillor – Clare Rix was proposed and duly elected.
5. Declarations of interest and any dispensations allowed – none
6. Minutes of previous meeting [18-03-19 – approved and signed as a true record
7. Matters arising – ongoing concerns with flooding due to blocked road drains; already reported to SC Highways with no useful response. Clerk asked to report online again and copy to G.McG.
8. Finances –
 - Balance at Barclays Bank on 29-04-19 – £10,428.47 [including half year's precept];
 - Cheques approved as follows: 231 to Mendham and Withersdale VH – 238.00 [defibrillator support]; 232 to C. Cardwell – 359.56 [net sal apr/may]; 233 to HMRC – 134.80 [tax to july]; 234 to Van Dijk Accts – 108.00 [payroll services]; 235 to ICO – 40.00 [registration fee as data provider]; 236 to SALC – 249.39 [sub for year]; 237 to Suffolkbiz – 15.00 [website]; 238 to Trevor Brown – 110.00 [internal audit] Total cheques – 1,254.75
 - The Receipts and Payments account for the year Apr. 18 to Mar. 2019 was presented and approved.
 - It was agreed that Steve Keeling should be the 3rd signatory on the council's accounts – Denis Pye to initiate changes with Barclays Bank.
9. Audit – the Annual Return was completed and signed and so was the certificate of exemption. The Annual Governance Statement was agreed and signed, and the internal audit report was accepted and recommendations noted.
10. Planning – councillors noted the key points of the BMSDC land supply position.
11. The Stree – bank by Little Mead – concerns over erosion – owner is meeting Suffolk Highways.
12. Defibrillator in Kiosk – management discussed
13. Village Hall defibrillator - the hall owns it but the PC will assist in maintenance costs.
14. Correspondence and any other business – correspondence received and discussed; Local History recorders for Mendham and Withersdale needed; there were comments on litter picking and the future of the speed camera equipment.

The meeting closed at 8.20pm