

# MINUTES of the ANNUAL GENERAL MEETING

## of HINDERCLAY PARISH COUNCIL

Held on 11<sup>th</sup> MAY 2023 in the Village Hall

**Present:** Lindsey Aves, Michael Bishop, Andrew Goodall, Robert McGuire, Paul Rose, Suzie Vincent

**In attendance:** David Emerton (acting clerk), Cllr J Fleming, Cllr G Morgan.

1. There were no apologies for absence.
2. (a) There were no nominations for the post of Chairman.  
(b) Paul Rose was elected unanimously as Vice-Chairman and took the Chair.
3. All the Members signed a Declaration of Acceptance of Office.
4. There were no declarations of interest.
5. There were no requests for dispensation.
6. The following were appointed:

Internal control review	Lindsey Aves
Liaison with Gressingham Foods	Paul Rose
Tree Warden	Andrew Goodall
Fen Trust liaison	Robert McGuire

7. The **Minutes** of the Meeting of the Parish Council held on 9<sup>th</sup> March 2023 were agreed unanimously as being a true record and were signed by the Vice-Chairman.

8. There were no items arising from the Minutes.

9. **Public participation** A resident described her experience of needing to use the defibrillator which is positioned at the village hall. It could not be used because it had not been registered. After much discussion Jess Hollingsworth offered to maintain the defibrillator.

Karen Carlton reminded the Council that the Council had agreed to investigate the provision for training in First Aid and use of the defibrillator.

A request was made for the council to urge S.C.C. to renew the paint at the cross-roads. Cllr Fleming agreed to chase this with the County Council.

It was reported that re-roofing of the village hall is scheduled to be carried out in June and that the village Hall Committee will need the grant of £5000 on completion of the work. The need for a new cheque-signing mandate was explained.

10. There were no matters to be drawn to the attention of the Council.

11. **Resignation of Clerk/R.F.O.** It was reported that Jackie Pursehouse has resigned that position with effect from 9<sup>th</sup> May. The vacant position will be advertised in the Newsletter, the website and S.A.L.C.'s vacancy service. It was agreed that **LA** will manage this.

**PR** will contact S.A.L.C. for advice about completing the 2022/3 annual return.

**PR** will contact Barclays Bank in respect of changing the contact details.

**PR** will ask Jackie to forward mail until a replacement Clerk is appointed.

**PR** will hold laptop, printer, cheque book and keys until a replacement Clerk is appointed.

12. **Defibrillator** It was reported that the device is registered but with “restricted use”. AG will be the Member responsible for the defibrillator and will report to the next Meeting. Jess Hollingsworth will maintain the defibrillator.

It was resolved that SV will investigate First Aid and defibrillator training and report to the next Meeting.

13. **Village Green** A paper giving details of the current situation regarding the installation of posts was distributed. Josh White of Suffolk County Council has given details of the process by which a licence (£150) could be obtained. Cllr J Fleming offered to fund the installation from her budget. She will arrange for Josh White, herself and **SV** to visit Hinderclay and inspect areas of concern.

14. **Speeding** A report from JP was considered. Only 4 residents had offered to form a team to operate a speed camera. A minimum of 6 is required. It was agreed that no further action be taken.

15. **Coronation Tree.** Members agreed to delay the purchase of a tree and to consider, at the next Meeting, other options for celebrating the coronation.

16. **Website** It was agreed that **SV** will take responsibility for the website. She has consulted appropriate sources and will present a report to the next Meeting. Tony Hainsworth offered to assist SV.

17. **A letter was received from St Mary’s P.C.C.** asking for the payment of the £500 grant for Churchyard Maintenance be made as soon as possible. It was agreed that this be done as soon as the cheque-signing mandate has been up-dated.

18. **Finance** The bank reconciliation was inspected by the Vice-Chairman and signed as being correct.

Issuing the following cheques was approved:

100886	Defib. Store	Service	£586.80
100887	Town & Country Signage		£48.00
100888	S.A.L.C.	Fees	£182.34
100889	J Pursehouse	Salary	£455.24
100890	J Pursehouse	Salary	£138.37

The financial outcome for 2022/3 was tabled and approved unanimously.

It was resolved unanimously that the cheque-signing mandate will name Lindsey Aves, Michael Bishop and Paul Rose.

19. **The next Meeting** will take place on 13<sup>th</sup> July at 7.30 p.m. in the Village Hall.

**PR** will ensure that there is a Minuting Secretary for that Meeting.

20. The Vice-Chairman closed the Meeting at 9.06 p.m.