

EDWARDSTONE PARISH COUNCIL

Minutes of the Annual General Meeting of Edwardstone Parish Council held at Edwardstone Parish Hall on Monday 17 May 2021 at 7.30pm.

Present: P Baker, D Williams, S Norman, M Gibson, T Wood, P Clarke, R Jones (Notes)

1. **Election of Chairman of the Council** - Phil Baker was re-elected as Chairman. Proposed by Sharon Norman. Seconded by David Williams
2. **Election of Vice-Chairman of the Council** – David Williams was re-elected as Vice-Chairman of the Council. Proposed by Phil Baker. Seconded by Mike Gibson
3. **Apologies for absence** - None
4. **Councillors' Declarations of Interests in any item on this Agenda** - None
5. **Appointment of representatives, if required: Babergh Area Committee of SALC and Boxford Community Council** – None
6. **Minutes of the Meeting of 15 March 2021** - Approved
7. **To consider Planning Matters:**
 - 7.1. Planning applications received – DC/21/02653 - Sherbourne House Farm, Sherbourne Street - Planning Application - Change of Use of part of buildings as a physiotherapy practice and as a studio. – No objections
 - 7.2 Planning decisions received and noted
DC/21/00411 - Edwardstone Lodge – Planning Permission granted
DC/21/00412 – Edwardstone Lodge – Listed Building Consent granted
DC/20/02755 – Land West of Mill Green – Discharge of Conditions
DC/21/00148 – Priory Farm – Planning Permission granted
DC/21/00149 – Priory Farm – Listed Building Consent granted
 - 7.3 Other urgent planning matters - None
8. **Neighbourhood Plan Update**

Mike Gibson gave the following update:
The are to be covered by the agreement had been confirmed by BDC.
Compass Point Planning had been appointed to carry out the work and the contract was to be signed.
Application for a grant of £10,000 being made to the Government. A budget of £9,900 had been prepared and provisionally agreed subject to evidence.
Further application for £8,000 had also been made to cover a 'Design Code' and was waiting to hear if this had been successful.
Parish online to be joined further in the process and was looking at using the Placecheck website as a consultation tool.
An article detailing the progress so far had been submitted to Box River News.
9. **Highway & Footpath Matters**
 - 8.1 Footpath Cutting – Garden Arbs had carried out the first cut and seemed to have done a good job.
 - 8.2 Footpath Leaflet – Tristan Wood was progressing this matter and had done some walking and found some points of interest. However, there seemed to be

some confusion over whether Nick Bristow was continuing with the project as there had been conflicting information given to Groton PC, which was also involved.

8.3 Other Highways & Footpath Matters – A number of repairs that had been reported several times had still not been carried out. These included the broken sharp bend sign in Sherbourne Street and a number of large potholes near the church. The Clerk to e-mail Councillor Finch and to write to SCC expressing the Council's concern.

Footpath 16 – P Baker reported that this had been a matter of dispute for some time as the original Footpath ran through Priory Farm but had become disused and overgrown over time and an alternative route around the farm had inadvertently been created by walkers. He had met with the daughter of the owner of the farm in 2018 and she had agreed to re-open the footpath. However, a new owner had recently taken over the farm and blocked the footpath and removed the Footpath signs. In view of this, Councillor Baker had met with the owner's Solicitor along with a representative of SCC Highways and the owner of the adjacent Priory Cottage to insist that the footpath is reinstated to its original route through the farm. Unfortunately, the Solicitor would not agree to this on behalf of her client. In view of this, the Council agreed that a letter should be sent to the owner of Priory Farm's Solicitor and copied to SCC Highways, insisting that the footpath is reinstated to its original and rightful route. P Baker to compose letter to be signed and sent by the Clerk.

10. Chairman's & Clerk's reports and correspondence - None

11. Financial Matters:

11.1. Statement of Finances & Orders for Payment were approved and the cheques signed as follows:

Business Savings Account as at 30 April 2021	£2,530.32
Business Current Account as at 30 April 2021	<u>£6,433.40</u>
Total	<u>£8,963.72</u>

Payments received:

Babergh DC - £2,997.50
Babergh DC - £163.00

Cheque no	Amount £	Payee	Purpose
d/d	£23.54	e-on	Electricity Jan - Mar 21
100940	£550.40	R J Jones	Clerk's Salary Jan – Mar 21
100941	£52.20	HMRC	Tax on Clerk's Salary Jan – Mar 21
100942	£190.63	SALC	Membership Fee 2021/22
100943	£10.00	R J Jones	Clerk's Expenses Apr – May 21
100944	£329.49	Zurich Municipal	Insurance 2021/22

11.2. End of year accounts – Approved. The Clerk explained that due to the lockdown and changes in procedure during the course of the year, payments were shown as they were debited from the Council's funds rather than when they were actually agreed. It was suggested that the Council reviews its method of making donations as these had remained unchanged for some time. It was agreed to make this an agenda item for the next meeting.

- 11.3. Annual Governance Statement (s 1 of the Annual Governance and Accountability Return) – Approved and signed
- 11.4. Annual Accounting Statements (s 2 of the Annual Governance and Accountability Return) – Approved and signed

- 11.5. Renewal of Insurance from 1.6.21 – Agreed. Clerk to ask Zurich Municipal about a 3-year plan to possibly reduce costs.

- 11.6. Annual increment to the Parish Clerk's salary w.e.f 1 April 2021 – It was agreed that the Clerk's salary should be increased by one increment as per his contract.

12. Future Agenda Items – Review of donations

13. Date of next meeting – Monday 19th July 2021 at 7.00pm