

**MINUTES OF TOSTOCK ANNUAL PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL ON WEDNESDAY 21ST MAY 2014**

PRESENT: Cllrs R Wadsworth, Ms S Waitkins, P Herbert, A Scully & Mrs V Kemball.
C Cllr Mrs J Storey & D Cllr Ms S Mansel.
18 villagers

ELECTION OF OFFICERS

Chairman Cllr R Wadsworth – proposed by Cllr Ms Waitkins, seconded by Cllr Herbert. All in favour. There were no other nominations. Declaration of Acceptance duly signed by Cllr Wadsworth.

Vice Chairman Cllr P Herbert – proposed by Cllr Mrs Kemball, seconded by Cllr Ms Waitkins – all in favour. There were no other nominations.

The Chairman thanked Cllr Ms Waitkins for all her hard work for the Council and village during her term of office as Chairman.

APOLOGIES Cllrs M O'Reilly & Mrs S Nice

PUBLIC PARTICIPATION

Overgrown footpaths
Concern over fallen trees Hollow Lane/Norton Road
Number of councillors permitted on the Parish Council
Length of time a villager could speak in Public Forum
Appraisal of Clerk & her Contract

DECLARATIONS OF INTEREST

Cllr Scully Item 9 Village Hall Roof

DISPENSATIONS – None

MINUTES OF PARISH COUNCIL MEETING 12TH MARCH 2014

It was proposed by Cllr Herbert, seconded by Cllr Scully that the minutes of the parish council meeting held on the 12th March 2014 be approved as a true and accurate record and signed accordingly. All in favour.

MINUTES OF PARISH COUNCIL MEETING 16TH APRIL 2014

To enable councillors to review or change the wording in the second paragraph, it was agreed to defer the minutes until the next meeting.

REPORTS

C Cllr Storey: Already reported at the Annual Parish Meeting held earlier adding that she would be involved in a civic roll and possibly in the Chair next year. Confirmed she would send report details to the Clerk.

D Cllr Mansel: reported on the new approach for planning policy – enabling more member involvement; Annual Council meeting held on the 24th April. Roy Barker has been elected as the Chairman for the coming year; Food Safety service plans agreed at Executive Committee meeting; Community Infrastructure Levy –more details to follow

Police: Annual report submitted at the Annual Parish Meeting.

Village Hall: Annual report submitted at the Annual Parish Meeting.

Signature.....

FINANCE

680 **Accounts 2013/2014:** The unaudited accounts had been circulated prior to the meeting. Acceptance was proposed by Cllr Scully, seconded by Cllr Mrs Kemball – all in favour. The annual governance statement was also approved under this item.

681 **Cheques:** It was proposed by Cllr Mrs Kemball, seconded by Cllr Ms Waitkins that the following cheques issued for May be approved – all in favour.

Chqs

Personnel	Litter Pick (April/May)	£ 87.88
Swaingrove	Invoice 44093	£103.00
Clerk	Expenses	£ 46.53
Sarah Place	Quarterly tax due	£ 86.00
Sarah Place	Completion payroll for yr	£ 90.90
Clerks/Councils Direct	Subscription	£ 12.00
SALC	Subscription	£221.00
R Lister	Cuts	£ 75.00
Community Action Suffolk	Subscription	£ 30.00
R Lister	Balance of grant	£375.00
S/O Personnel	April/ May	£230.48

Note: Cheque book currently with auditors. Clerk to complete cheque numbers at later date

682 **Auditor:** Cllr Wadsworth proposed continuing with SALC. Seconded by Cllr Ms Waitkins - all in favour.

660 **Signatories:** Cllr Herbert & Cllr Ms Waitkins agreed to obtain relevant forms from the bank.

683 **Risk Assessment:** Clerk to forward information to Cllr Wadsworth to progress.

684 **Standing Orders:** all councillors to receive amended copy for approval at August meeting.

685 **Financial Orders:** defer to June meeting.

APPOINTMENT OF REPRESENTATIVES

SALC	Cllr Ms Waitkins
Footpaths	Cllr Wadsworth
Tree Warden	Cllr Mrs Kemball/Cllr Scully
Planning	Cllr Mrs Kemball/Cllr Herbert & one other
Poors Charity	Cllr Ms Waitkins – two representatives are required – defer decision to next meeting

VILLAGE HALL ROOF

Cllr Waitkins understood that no guarantee has been obtained in respect of the re-roofing of the village hall. Donations and public money had financed the work and it was considered there should be a guarantee in place in the event of any problems. It was essential that the contractor should be indemnified for repair and any damage occurring. The Treasurer of the VHMC to be contacted by Cllr Herbert about this matter.

PLANNING

2998 Ticehurst Farm, Tostock - withdrawn

VILLAGE MATTERS

Village sign: Thanks to Mr Bauly, Cllrs Scully & O'Reilly for their work in relocating the sign on The Leys.

Signage on the V Green: signs need to be ordered and wording to be agreed. Following a brief discussion the wording was agreed as “no horses, no cars on The Green”

Signature.....

Size of the signs to be approximately A4 – price to be obtained – and colour. Location to be one each end of The Green.

Damaged/Dangerous roadside trees: Highways have been advised and are looking into this. E-mail circulated to all councillors.

Letter to be sent also to the land owner about trees down Norton Road and cnr Hollow Lane/Norton. Agenda item next meeting.

Strimmer: This item has been purchased for general use in the village and should be added to the Asset Register.

Gypsy horses: A number of villagers have written about the horses and traps which have been tethered to the tree and chair on the Green. Concern was expressed over possible damage and it was agreed the Chairman should speak with the landlord of the Gardeners Arms and suggest they park on ground belonging to the pub.

War memorial: Work progressing for refurbishment at the end of June and will take approximately three to four months.

CORRESPONDENCE

Brochures for circulation

Highways report from Cllr Scully tabled.

“Following the response from John Simpson of Highways there appears to be some confusion over precisely where signs regarding HGV's could be put. Norton rd is obviously unsuitable but the opinion of the Parish Council is also needed about whether the Leys is unsuitable. Once the PC has considered this it would be necessary for John Simpson to return to Tostock to look at the alternatives. Last time Mike O'Reilly and myself met him and I think next time there should be a minimum of 3 of us so that we have a strong delegation. Hopefully at the same time we would get feedback on various other outstanding issues.”

The meeting recessed to consider the issues raised. On reconvening it was agreed the Chairman would also attend the next meeting arranged for further discussion with Mr Simpson.

Parish Plan – meeting on 2nd June to finalise draft for presentation to the parish council.

The meeting again recessed to discuss some of the contents of the Plan before reconvening for the next item.

DATE OF NEXT MEETING – 25th June 2014.

The Chairman thanked all for attending and closed the meeting at 9.40 p.m.

Signature.....