

IXWORTH AND IXWORTH THORPE PARISH COUNCIL

Minutes of Ixworth & Ixworth Thorpe Annual Parish Council meeting held at Ixworth Village Hall on 8th May 2019 at 7:30pm

Present: Cllr Ben Lord (Chairman) Cllrs David Reeve, Sophia Wilson, Pam Shelton and Ben Birrell,

Also Present: Mandy Adlington (Parish Clerk), C Cllr Joanna Spicer MBE and four members of the public

1. Election of Chairman

Cllr Ben Lord was elected as Chairman for the coming year. There were no other candidates.

Cllr Lord signed the Declaration of Acceptance of Office.

2. Apologies for Absence

Apologies were received from Cllrs Loughton, Rowe and Lilley. Apologies were accepted by all present. All Councillors present signed Acceptance of Office Declarations. It was agreed the Councillors not in attendance would sign at a later date.

3. Election of Officers

The following Officers were elected;

- Responsible Finance Officer – Mandy Adlington (Clerk)
- Burial Officer – Mandy Adlington (Clerk)
- Internal Auditor – Paul Raynor FCCA

It was agreed by all that a Vice-Chairman was not required.

4. Declarations of Interest

No declarations of interest were made.

5. Minutes of the Previous Meeting

It was agreed by all present the Chairman sign the minutes as a true record of the meetings held on 11th April 2018.

6. Public Forum

The following issues were raised by the public present;

- **Persimmon Planning Application** – a resident stated he was very concerned about the viability study and environmental report attached to this application
- **Trees** – a resident was concerned about the number of trees being felled in the Parish

7. Report from County Councillor Joanna Spicer MBE

C Cllr Spicer reported the following;

- **Priority Sign in the High Street** – still not repaired
- **Parked Camper Van** – unfortunately was not there when I went to view
- **Stow Road** – please could I be sent photos of the flood on the road outside Cross House
- **Peacock Rise** – please could I also be sent photos of the flooding at the junction with Stow Road

8. Report from District Councillor John Griffiths MBE

D Cllr Griffiths sent apologies for not being able to attend the meeting. No report had been sent.

9. Planning

DC/19/0839 – Fell 2no Sycamores – River House, High Street, Ixworth

No objection

DC/19/0754 – Fell 1no Fir tree – Buttons Close, 35 High Street, Ixworth

No objection

10. Accounts

The following accounts were agreed for payment;

• Chq No 1324, 1325	Wages	£1373.72
• Chq No 1326	S Wilson (NP)	£23.85
• Chq No 1327	Profile Business Supplies	£66.34
• Chq No 1328	Clarkes of Walsham	£3.46
• Chq No 1329	Zurich Municipal	£945.82
• Chq No 1330	Ixworth VH	£179.91
• Chq No 1331	Haward Horological Ltd	£580.00
• Direct Debit Nest Pensions		£37.19

The RFO (Responsible Finance Officer) was authorised to transfer £2000 by on-line transfer from the business account to the community account.

11. Statutory Business/Governance

The following Statutory Documents were reviewed and adopted;

- Standing Orders
- Financial Regulations
- Asset Register (2019)
- Statement of Internal Control (2019)
- Annual Insurance Cover (2019)
- NPWG Terms of Reference

It was agreed that formation of committees would be discussed at the July meeting.

12. Correspondence

The following correspondence was received;

- **West Suffolk** – Vertas Application
- **NPWG** – Feedback from Drop-in Events
- **NPWG** – Monthly Report
- **Steve Wilson** – Monthly Report
- **Methodist Church** – NP/Room to use
- **Joanna Spicer** – Ixworth Bus Stops
- **S.C.C.** – Verge Grass Cutting
- **Resident** - Parking Concerns in Thistledown Drive
- **Highways England** – Upcoming Works – A14 – junctions 40-47
- **West Suffolk** – Decision NOT to confirm TPO – 7 High Street, Ixworth

13. Annual Parish Meeting

It was confirmed that the Annual Parish Meeting would be held at Ixworth Free School on Wednesday 22nd May at 7pm. All Councillors were urged to attend.

14. Chairman's Report

The Chairman stated he was unable to attend the Pigeon meeting scheduled for 15th May 2019. A discussion was held, and it was suggested that Pigeon be contacted to amend the agenda so as not to include discussions on the Neighbourhood Plan.

15. Clerk's Report

The Clerk reported the following;

- **. gov.uk emails/website** – Very complex process – possible new website/webmaster (unable to use One Suffolk) Possible large financial output – now speaking with websites for hosting costs etc
- **VAS Ixworth** – Explain procedure – letter to residents – Speak with SCC further
- **Vacancy** – co-opt until June 24th
- **Number of Cllr's** – requested information on number of Councillors
- **Cllr's Briefings** – Various Dates
- **Day Meetings are Held** – It has been requested that a discussion is held on whether the meeting day can be altered

It was agreed that the Clerk continue looking into the gov.uk website and emails.
 It was agreed the Chairman place an article in the magazine about the Council vacancy.
 It was agreed to carry on having the meetings on the second Wednesday of the month.

16. Councillors Reports

Cllr Wilson reported the lights at Ixworth Thorpe have been repaired, however, the light bulbs were still two different colours.

17. Date of the Next Meeting

The date of the next meeting was confirmed as Wednesday 12th June at 7pm in Ixworth Village Hall.

With no further business the meeting closed at 9.35pm

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Signed

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Date