

HONINGTON & SAPISTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Thursday 11th May 2023 in Honington & Sapiston Village Hall.

In attendance: - Councillors Rob Williams, Stephen Read, Robin Howe,
David Plampin, Debbie Cram and Mark Jacklin.

ITEM	DISCUSSION	ACTION & RESULTS
1. Welcome & Apologies	All those present were welcomed to the APCM of 2023. Apologies were received from Councillor Patterson-Parker.	
2. Election of Chairman & Vice-Chair	<p>Nominations were asked for the position of Chair. Councillor RW was proposed by RH and seconded by MJ. All Councillors were in favour and Councillor RW was duly elected.</p> <p>Nominations were invited for the position of Vice-Chair. Councillor SR was proposed by RH and seconded by DC. All Councillors agreed and Councillor SR was duly elected.</p>	
3. Acceptance of Office Forms & Register of Interest Forms	After the recent election Councillors 4-year terms in office begun from the 9 th May 2023. Both forms were circulated and signed in the meeting. The AoO forms will be kept on file, whilst the Rol forms will be returned to WSC.	Clerk to return Rol forms to WSC.
4. Declarations of Interests	The Declaration of Interest sheet was circulated and signed by those Councillors declaring an interest.	
5. Minutes of the last meeting held on 13 th March 2023.	<p>The minutes were agreed to be an accurate record and were signed by Chairman RW.</p> <p>Matters arising included: - Councillors are disappointed we are still awaiting the leaflets and UV pens as promised by the Police.</p> <p>AB will be asked to clear the ditch between the Village Green</p>	Clerk to chase items from the Police.

	<p>and Willow Green after recent rainfall caused flooding issues.</p> <p>The children’s bench will be installed by the tree group area.</p>	<p>To liaise with AB from Euston Estate.</p> <p>Giles Smith & MJ to install.</p>
<p>6. Matters Arising</p> <p>6.1. Clerk’s Report</p> <p>6.2. Parish Biodiversity Action Plans/Lists</p>	<p>A copy of the report presented to Council is included with the minutes along with comments made.</p> <p>Councillor SR informed Council of his findings in projects started or ongoing within the village. These included Burnt Hall Blackbourne Tree Group/Forest Schools Charity Land Footpaths Information Boards by the river.</p>	<p>Councillors SR & MJ will work together to compile a comprehensive plan/report into biodiversity.</p>
<p>7. Highways</p> <p>7.1. Outstanding</p> <p>7.2. Accessible Gates @ The Mill</p>	<p>Reported Pot Holes have been marked but we await completion. Solutions are being looked at for Willow Green. Signage on the A1088 and the bollards Sapiston Bridge</p> <p>Repairs will be carried out to resolve the issue with the pavement at Lampitt Way.</p> <p>AB will be asked to clear the ditch opposite the village green Honington</p> <p>VAS to be installed by the gates at the RAF base and Councillors welcome the return of the portable machine</p> <p>Councillors discussed the letter received from a resident with regards to replacing the</p>	<p>Clerk to chase SCC.</p> <p>Details of the accident have been forwarded to SCC.</p> <p>To liaise with AB</p> <p>To be delivered 18th May.</p> <p>RW to write to resident</p>

<p>7.3. Bridge Footpath</p>	<p>livestock/footpath gates by the Mill.</p> <p>The Council have received a request for safety measures to be sought to prevent vehicles from blocking the pavement by the river. This irresponsible parking causes wheelchair users/buggies having to move out into the road to proceed along the pathway.</p>	<p>It is hoped to install wooden bollards along the area to coincide with the repairs to the bridge. We are waiting for permission from Highways.</p>
<p>8. Planning</p> <p>8.1. App. No. DC/23/0463/HH</p> <p>8.2. App. No. DC/22/2078/FUL</p> <p>8.3. Planning Committee</p>	<p>Flint Barn, Manor Farm Honington. Gazebo to rear of existing cart lodge.</p> <p>Land at Malting Row, Honington Re-consultation of conversion of existing outbuilding to form dwelling.</p> <p>After the recent death of Councillor Jay, Councillor Read has agreed to join the planning committee along with RW & RH.</p>	<p>No Objections.</p> <p>Objections. As previously discussed, Councillors have concerns about access, the location and impact to the environment.</p>
<p>9. Items for Discussion</p> <p>9.1. Co-option of Councillor/s</p> <p>9.2. Anti-Social Behaviour & CCTV cameras</p>	<p>The Council have 2 vacancies due to the recent death of Councillor Jay and the retirement of Councilor Vaughan.</p> <p>Recent reports of Vandalism and Anti-Social behaviour were discussed. Councillor MJ reported his frustration at the destruction of the water butt used to irrigate the Blackbourne tree area and the damage caused to some of the trees. Councillor MJ produced some options for CCTV.</p>	<p>Councillors welcome interest and hope the Council can co-opt someone in the near future.</p> <p>Councillors were disappointed that PC Lee Andrews-Pearce was unable to attend but RW will write to ask for guidance.</p>

<p>9.3. Community Larder</p> <p>9.4. Playground Equipment</p>	<p>Thanks, have been received for our donation to the start-up costs of the proposed Community Larder.</p> <p>The Council have received a request for further playground equipment. Councillors discussed a few options but feel we need to have discussion with parents to obtain their views.</p>	<p>To be discussed at the next PC meeting.</p> <p>July agenda item.</p>																								
<p>10. Finance</p> <p>10.1. Thank You, Donation Requests & Grants.</p> <p>10.2. Cheques to be signed (RW & RH)</p> <p>10.3. Accounts</p>	<p>A thank you was received from Rev. (Sqn Ldr) Jo Critchley for the £100 given for the community larder. The Council received a request from the Village Hall for the annual grant.</p> <table border="0" data-bbox="613 940 1008 1367"> <tr> <td>PCC Fabric Fund</td> <td>£500.00</td> </tr> <tr> <td>PCC Churchyard</td> <td>£700.00</td> </tr> <tr> <td>Village Hall</td> <td>£1, 250.00</td> </tr> <tr> <td>Clerk's Wages</td> <td>£487.00</td> </tr> <tr> <td>Printing</td> <td>£191.70</td> </tr> <tr> <td>Jewson</td> <td>£14.14</td> </tr> <tr> <td>David Thrower</td> <td>£150.00</td> </tr> <tr> <td>Website</td> <td>£20.00</td> </tr> <tr> <td>Shelter Cleaning</td> <td>£113.33</td> </tr> <tr> <td>SALC (subs)</td> <td>£405.51</td> </tr> <tr> <td>Coeval (VAS)</td> <td>£4,105.20</td> </tr> <tr> <td>Clerk's Expenses</td> <td>£278.98</td> </tr> </table> <p>The accounts were circulated and discussed at the APM. The accounts were agreed to be a true record and the AGAR for 2022/23 was signed by the Chairman RW.</p>	PCC Fabric Fund	£500.00	PCC Churchyard	£700.00	Village Hall	£1, 250.00	Clerk's Wages	£487.00	Printing	£191.70	Jewson	£14.14	David Thrower	£150.00	Website	£20.00	Shelter Cleaning	£113.33	SALC (subs)	£405.51	Coeval (VAS)	£4,105.20	Clerk's Expenses	£278.98	<p>Completed AGAR to be submitted by 30th June 2023.</p>
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<p>11. Correspondence</p>	<p>Items were received from: Voting ID Scheme Leader of WSC – not seeking another term EACH Glasdon Elan City – VAS</p>																									

	<p>Monkey Challenge Play Equipment</p> <p>Election Notices</p> <p>Polling Station – confusion as to why parishioners were unable to vote on May 4th.</p>	<p>The elections held on May 4th were all uncontested in this parish. This was advertised on the Website and Notice Boards.</p>
<p>12. Matters to Report</p> <p>12.1. Playground Report</p>	<p>The latest copy of the report received by the Council was circulated to Councillors and comments noted.</p>	<p>Councillor RH declined to sign the document off.</p> <p>Councillor RW will carry out repairs to the seat.</p>
<p>13. Date of the Next Meeting</p>	<p>MONDAY 10TH JULY at 7pm in the Village Hall</p>	

There being no further business the meeting was closed at 9.10pm.

Signed.....

Date.....