

# **COTTON PARISH COUNCIL**

**MINUTES** of the Parish Council AGM held on May 24, 2017 at 7.30pm at The Village Hall

<b>PRESENT</b>	Cllrs Peter Gibbs, Beryl Ellis, Chris Tester, David Williams, Sarah Wenban and Marian Cocksedge, Rod Caird (Clerk) and Cllr Andrew Stringer. One member of the public was also present.
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**1/240517 To elect a Chair for 2017/18, and to elect a Deputy Chair**

Peter Gibbs was elected Chair and Sarah Wenban Deputy Chair, without contest.

**Apologies and approvals of absence**

**2/240517**

Paul Howlett sent his apologies and his absence was approved.

**3 and**

**4/240517**

**Declarations of Interest and dispensations requested**

None

**5/240517**

**To approve the Minutes of the meeting held on April 26, 2017**

The Minutes were approved and signed.

**6/240517**

**To receive a report by the Chair**

The Annual Parish Meeting was a success; its informality seemed to work well. Hopefully an even larger attendance can be achieved next year through the new village email list. The Parish Council has now been registered with the Information Commissioner and the list is being compiled. Clerk agreed to inquire about the cost of First Aid courses, which could be arranged jointly with Bacton. Clerk is also pursuing the possibility of a War Memorial Trust grant to repair the Cotton memorial. Andrew Stringer and Chris Tester will arrange planting of the tree recently purchased for £38. The speed sign is on its way back from Germany following repair. A letter had been received from the former Clerk, Colin Hall, thanking councillors for their leaving gift and for their friendship during his time in office.

**7/240517**

**To receive reports from the County and District Councillor and also comment from members of the public on matters on the Agenda**

Cllr Stringer's written reports will be published along with these minutes. Mention was also made of the forthcoming new Mid Suffolk local plan, which will seek sites for 10,000 new houses over 20 years. Some parishes are carrying out housing needs surveys as part of the process of agreeing on future housing plans in their areas.

**8/240517**

**To discuss Carter's Meadow**

It was agreed to review the terms of the Trust governing Carter's Meadow in order to see whether a simpler arrangement could be put in place.

**9/240517 To receive a financial report from the Clerk including any payments due and to approve the accounts for 2016/17**

The accounts for 2016/17, which have been locally audited, were approved and signed ready for external audit. On March 31 2017 the balance at the Parish Council bank account was £14,332.95. A bank reconciliation for the period April 1, 2017-May 24, 2017 was presented and approved, showing a balance of £17,332.95 the first precept instalment of £3,000 having been received. Payments were made of £44.40 to Martin Yates (cost of shipping the speed sign to Germany), £38 to James Collins for the new tree, £100 to Polstead Press for printing the Quarterly, and £256.49 to SALC for annual subscription.

It was agreed to appoint Ladywell Accountancy to run the Parish Council payroll at cost of approximately £48 per annum. It was also agreed to adapt the regular accounting spreadsheet in order to track the Council's annual budget. Clerk also agreed to query with the supplier the cost of shipping the speed sign for repair under guarantee.

**10/240517 Correspondence and urgent matters to be brought to the attention of the Parish Council**

New volunteers are needed to help with distribution of the Cotton Quarterly. Andre Stringer's offer to plant a hedge along the boundary of the Village Hall field was warmly welcomed.

**11/240517 To confirm the date of the next and subsequent meetings**

Wednesdays July 26, September 27 and November 22 at 7.30pm in the Village Ha