

## BLYFORD AND SOTHERTON PARISH COUNCIL

Minutes of Meeting Held on 3<sup>rd</sup> October 2022 at 6.30pm

In the Committee Room of Wenhaston Village Hall

*Public Forum – Report from East Suffolk District Councillor Alison Cackett received. 0 members of the public were in attendance.*

- 1 **Welcome, apologies and receipt of absences:** The Chairman Gerard Walker welcomed councillors Rosemary Parry, Justin Phillips, Barry Martin and the clerk Ann Donnachie – Lou Sharman attended later. **Apologies were received:** Tony Goldson, East Suffolk District Councillor.
- 2 **Declarations of interest and any dispensations allowed:** None
- 3 **Vacancy for Parish Councillor – Co-option:** We were pleased to receive 3 applications for the vacancy. Two applicants were able to attend the meeting and express their interest. The Council considered all 3 applications and a decision was made to co-opt Mrs Alison Cackett. The Council wish to thank the other candidates for offering their services. Cllr Cackett then remained for the Council meeting.
- 4 **Minutes of previous meeting held on 18<sup>th</sup> July 2022** were approved and signed as a true record.
- 5 **Chairman and Clerk's report on progress of actions from last meeting(s):** All actions completed/designated to other Agenda items below, but following noted:  
**Item 6h (16/05/22) Donations:** Proposal to donate £500 each to Blyford All Saints PCC and to Sotherton St Andrews PCC towards their insurance costs was agreed by Council. **Action: Clerk to raise cheque for signing this evening.**  
**Item 10 (16/05/22) Footpaths:** Ongoing discussions with the local landowner's estate manager regarding the possibility of reinstatement of some permissive footpaths. A request was also received from a local resident of Blyford asking for our assistance with the full re-opening of a locked gate on a footpath. **Action: Cllr Cackett/Cllr Phillips to source further clarification on these locations.**  
**Item 7(22/04/22) Latitude Ticket Sales 2023:** Agreed that we change to "pay in advance" ticket sales next year to avoid loss of revenue on cancelled tickets and by setting up online payment options such as PayPal. **Action: Clerk and Cllr Parry.**
- 6 **Finance:**
  - 6a **Financial Report for Approval:** RFO presented the Financial Report from 13/07/22 to 12/09/22. Balance on Current Account was £8,092.08 and the balance on Latitude Account was £7,774.40 – Total on accounts being £15,866.48 which was verified and approved by Council.
  - 6b **Status of Parish Accounts & Budget at Half Year:** The RFO presented the half year status which showed that the council were within budget and had sufficient funds available to end of financial year.
  - 6c **Approval of cheque payments:** 557 - £348.53 to A Donnachie (net salary, office allowance and expenses); 563 - £44.60 to HMRC; 559 – £143.13 to SALC Subscription 2022/23; 560 – £27 to SALC for Payroll Services to 30<sup>th</sup> Sept; 561 - £500 donation to Blyford All Saints PCC and 562 - £500 donation to Sotherton St Andrews PCC.
  - 6d **Update on move to online banking:** Ongoing. **Action: Clerk**
  - 6e **SAAA Central External Audit Appointment Arrangements:** Council agreed to remain within this scheme.

- 7 **Planning Applications:** *Public Access Link – <https://publicaccess.eastsuffolk.gov.uk/online-applications>*  
No new applications received.
- 8 **Update on Annual Inspection and Report on Assets:** Quotes received for maintenance work on the 2 Parish Council Noticeboards and it was agreed to go accept the lowest quote of £350. Suffolk Highways have given permission for siting of a new grit bin at Primes Lane, Blyford. **Action: Clerk to contact contractor regarding works to noticeboard and to purchase a grit bin and Cllr Phillips will assist with installation.**
- 9 **Funding for Defibrillator: Defibrillator:** Pending submission of application for a grant from the Adnams Community Trust due in by end October. **Action: Cllr Parry and Clerk.**
- 10 **Report from District Councillor:** Alison Cackett our District Councillor provided a report on the emerging 'Ease the Squeeze' programme being developed to help residents to manage the rising cost of living. For more information go to <https://www.eastsuffolk.gov.uk/community/squeeze/i-need-help/fuel-and-energy/>
- 11 **Correspondence received:** No comments to items received and no actions required.
- 12 **Any items of information received:** Cllr Sharman reported obstruction caused by overgrowing vegetation over the pavement by the B1123 between Blyford and Holton is **Action: Cllr Sharman will upload this problem on Suffolk Highways Reporting Tool.**
- 13 **Date of next and subsequent meetings:** Meetings held at 6.30 pm, on 3<sup>rd</sup> Monday of every other month at Wenhaston Village Hall on:

2022: 21<sup>st</sup> November

2023: 16<sup>th</sup> January, 20<sup>th</sup> March, 15<sup>th</sup> May (Annual Parish Meeting and AGM)

The meeting closed at 8.15 pm.