

HELMINGHAM PARISH COUNCIL
Annual Parish Meeting
AGM of the Parish Council
The Coach House, Helmingham Hall

7.00pm on Monday May 13, 2019

MINUTES

AGM of the Parish Council

1/130519	Elections of Chair and Vice Chair for 2019/20 Julian Bowden was elected Chair and Alan Mayhew Deputy Chair without contest.
2/130519	Apologies for absence and approvals Nick Styles had sent his apologies and his absence was approved Cllrs Julian Bowden, Ian Pepper, Alan Mayhew and David Styles were present together with County Cllr Matthew Hicks and District Cllr Suzie Morley
3/130519	Co-option of additional Parish Councillors (if appropriate) None at this time although one volunteer may be interested
4/130519	Declarations of interest and dispensations requested None
5/130519	Approval of the Minutes of the PC meeting on March 4, 2019 The Minutes were approved.
6/130519	Reports from County and District Councillors and public comments on matters on the agenda Reports were presented by the County and District Councillors which are published on the website along with these minutes.

	<p>It was noted that recent burglaries and attempted burglaries should be reported by the Clerk to the Police Community Engagement Officer Stefan Henriksen.</p> <p>Cllr Hicks reported that the police are not currently supporting the proposed speed limit on Gosbeck Road and that any further information about accidents or near misses on the relevant stretch of road will be very helpful to the argument in favour. He will take the issue to Cllr Mary Evans, who is Highways portfolio holder on the County Council and hopefully this will lead to statutory consultation by the autumn.</p> <p>Cllr Morley introduced herself as the new District Cllr for the ward and drew attention to project funding available from CIL money; the full information is available on the District Council's planning web pages. Money will also be available from her Locality Budget.</p>
<p>7/130519</p>	<p>Progress reports on outstanding issues including traffic speeds on Gosbeck Road</p> <p>This had been discussed under item 6</p>
<p>8/130519</p>	<p>Financial report, including payments due, and approval of:</p> <ul style="list-style-type: none"> • The accounts of the Parish Council for 2018/19 (and the relevant annual return paperwork) • The Standing Orders • The Asset Register • The Risk Assessment • The updated Financial Regulations • Adoption of appropriate Internal Controls as recommended by SALC • Confirmation of the appointment of the Clerk as Responsible Financial Officer (RFO) <p>It was agreed to adopt the Standing Orders, Financial Regulations and Code of Conduct, and to approve the accounts, asset register, risk assessment, Certificate of Exemption and AGAR for 2018/19. The Clerk Rod Caird was re-appointed as Responsible Financial Officer.</p> <p>The content of the Internal Audit was considered and noted.</p> <p>Cllr Ian Pepper was nominated as Councillor responsible for monitoring the Council's system of internal controls.</p>

	<p>A bank reconciliation was presented showing a balance of £3,753.41. The first instalment of the precept, £1,300, was received on April 12, 2019. Payments had been made prior to the meeting: £169.20 on April 26, Clerk Pay, to Rod Caird and £134.25 on the same date to SALC for annual subscription. At the meeting £117.60 was paid to SALC for the internal audit and £42.40 to HMRC for PAYE.</p> <p>Payments were made under sections 111 and 112 of the Local Government Act 1972.</p>
9/130519	<p>Urgent matters to be brought to the attention of the Parish Council</p> <p>None at this time</p>
10/130519	<p>Dates of meetings in 2019/20</p> <p>November 18, December 9, 2019 and March 4, 2020, all at 7.00pm at Old Hall Farm</p>

Annual Parish Meeting

1	<p>Apologies for Absence</p> <p>None. No member of the public was present</p>
2	<p>Chairman's welcome, introduction and report on 2019/20</p> <p>The Chairman welcomed those attending</p>
3	<p>Reports from village organisations including the Primary School, followed by discussion on matters raised by members of the public</p> <p>No reports had been received</p>
4	<p>Date of Next Meeting</p> <p>May, 2020 on an exact date to be confirmed at the Coach House, Helmingham Hall</p>