

# Helmingham Parish Council

**Minutes of the Helmingham Parish Council Meeting held online at 7.00m on Monday  
November 16, 2020**

**Present:** Parish Councillors Julian Bowden, Alan Mayhew, Ian Pepper, Suzanne Curwen-Frost, David Styles and Nick Styles and Rod Caird (clerk), together with County Cllr Matthew Hicks. District Cllr Suzie Morley was unable to attend.

## **1/161120: Apologies for Absence**

None

## **2/161120: Declarations of interest and dispensations requested**

None

## **3/161120: Approval of the Minutes of the Parish Council meeting on May 11 and June 30, 2020**

The minutes were approved

## **4/161120: Reports from County and District Councillors and public comments on matters on the agenda**

Cllr Hicks reported that the Home but Not Alone phone number is up and running again, together with the Suffolk Advice and Support Service. Families are being helped with food, fuel and utility bill problems. People are seeking and getting help who have never requested it before, ranging from school uniforms to a bicycle to get to work. It was agreed to publicise the phone numbers through the website and noticeboard. The new Gosbeck Rad speed limit is now in place and the next issue of course is enforcement.

## **5/020320: To receive an update on the proposed speed limit on Gosbeck Road**

This has now been installed, with sincere thanks to Cllr Hicks for supporting and pursuing it.

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## **6/161120: To discuss progress on the installation of posts for a Speed Indicator Device (SID) in the village**

Ian Pepper is completing the Highways paperwork in order to establish new posts on Gosbeck Road and Main Road and/or to use existing posts. Since the meeting Cllrs Hicks and Morley have agreed to make grants amounting to £3,100 towards the £3,150 (plus VAT) cost of a smiley/grumpy face SID including a data collection unit from Westcotec Ltd.

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## **7/161120: Financial report, including any payments due, approval of the internal audit report for 2019/20, and adoption of the standing orders, financial regulations, code of conduct and risk assessment. Consideration should also be given to a draft budget for 2021/22, in order that the precept for that year can be agreed in January.**

The standing orders, financial regulations, risk assessment and code of conduct were approved and adopted. The internal audit report was received and reviewed; necessary follow-up would be actioned.

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The budget and precept would be reviewed and decided upon at the January meeting of the Council.

A bank reconciliation to date was presented showing a balance of £4,258.09.

Since the previous meeting the following payments were made:

June 25, 2020	Rod Caird	544	£169.20		Clerk pay
June 25, 2020	ICO	545	£40.00		Registration
August 3, 2020	Ladywell	546	£49.50		Payroll
August 3, 2020	Rod Caird	547	£169.00		Clerk pay
August 3, 2020	HMRC	548	£84.60		PAYE
Oct 26, 2020	Rod Caird	549	£187.80		Clerk pay
Oct 26, 2020	HMRC	550	£46.80		PAYE
Oct 26, 2020	SALC	551	£105.00	VAT£21.00	Audit fee
Oct 26, 2020	SALC	552	£9.36	VAT£1.86	Training
Oct 26, 2020	CAS Ltd	553	£210.67		Insurance renewal

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#### **8/161120: Urgent matters to be brought to the attention of the Parish Council**

The verge on the main road where the lorry came off the road the winter before last is damaged and requires repair. The Clerk will advise Highways. The footpath off Gosbeck Road at Poplar Farm Cottages is obstructed; Alan Mayhew agreed to contact the farmer concerned.

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#### **9/161120: To confirm the dates of the meetings in December, January and March.**

There would be no meeting in December. Subsequent meeting would be held, probably online, on **Monday January 18, 2021** and **Monday March 15**, both at 7.00pm.

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