

HELMINGHAM PARISH COUNCIL

Chairman: Alan Mayhew
Clerk: Bliss Marshall
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Minutes of the Parish Council Meeting held on Monday 15 January 2024 at Old Hall Farm, Helmingham, 7pm

Councilor's Present: Alan Mayhew (AM)(Chairman), Ian Pepper (IP), Julian Bowden (JB), Nick Styles (NS), Lesley Clark (LC)

In Attendance: District Councillor Matthew Hicks (MH) (part) and Clerk Bliss Marshall (BM),

- 150124/01 Bliss Marshall was appointed as the Clerk for this meeting.
- 150124/02 **Apologies for absence:** Councillors David Styles, Suzanne Curwen-Frost and District Councillor Nick Hardingham
- 150124/03 **Declarations of Interest:** None
- 150124/04 **Dispensations:** No requests were received prior to, or at, the meeting.
- 150124/05 **Minutes of previous meeting:** All Councilors confirmed receipt of the draft minutes from the meeting on 11th December 2023 prior to the meeting and resolved to accept these as a true record of the decisions made. AM signed the minutes from reference 111223/01 to 111223/08.
- 150124/06 **District Councillors report**
- MH presented a report on behalf of the District Council. The full copy is appended to these minutes. This included- budget and funding information, flood damage and gritting information. Gritting information is available at www.suffolk.gov.uk for anyone to use, where updates on gritting activity is available.
- Public forum:**
- 150124/07 NS discussed damage to the roads and verges due to the flooding. Highlighting two concerns:
- i) the bridge located on the B1077 between Helmingham Community Primary School and Framsdens- stating the walls have been washed away due

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to the floods and cause a safety concern for those crossing. Councillors agreed that this is an issue and should be reported. BM to report after the meeting.

- ii) B1077 between the post box and Helmingham Community Primary School- stating a bank/verge collapse on the left hand side of the road and causing the side of the road to dip below safe levels for large vehicles to drive over. MH to report after the meeting.

150124/08 District Councillor MH left the meeting.

150124/09 **Governance: AGAR requirements and actions**

The deadline for requirements is the end of May 2024. Councillors agreed that an exemption form should be completed. IP to send to BM after the meeting for completion.

150124/10 **Finance:**

The precept was discussed by all councillors and agreed for the year 2024. £2750-£150 higher than 2023, to help with the purchase of a Parish Council use laptop.

The precept form was completed in the meeting by IP. It was signed by IP, AM and BM. IP to send to the precept department for application after the meeting.

150124/11 **Any other Council business for information or inclusion on a future agenda:**

Councillors agreed dates for forthcoming meetings as 29th April- AGM (Coach House, Helmingham Hall 7pm), 28th October and 16th December 2024 (Old Hall Farm, Helmingham 7pm.)

150124/12 BM was appointed to the permanent post of Parish Clerk and Responsible Financial Officer for 10 hours a month at salary scale point 8. Salary agreed to be paid quarterly in advance. The first installment was paid in cheque to cover work until the end of March. A contract of employment will be drawn up and signed outside of the meeting.

110124/13 It was agreed BM should undertake some formal training with SALC and fees split with Bliss' other Parish Council employment. Invoice for payment to follow.

110124/14 The Chairman AM closed the meeting at 19.30pm