



Minutes of The Annual Meeting of Suffield Parish Council held on
15th May 2024 at Suffield Village Hall

Cllr Jack Almey Chairman
Cllr David Hawkins
Cllr Helen Almey
Cllr Andy Collins
Cllr Karen Harris
Cllr Karl Polglase

Clerk Wendy Murphy
1 member of public

1. To elect the Chairman of the Council for 2024/2025

As proposed by Cllr Harris and seconded by Cllr H Almey and all in favour it was agreed to appoint Cllr J Almey as Chairman

2. To receive the Chairman's Declaration of Acceptance of Office

This was signed by Cllr J Almey

3. To elect a Vice Chairman

As proposed by Cllr Harris and seconded by Cllr J Almey and all in favour it was agreed to appoint Cllr H Almey as Vice Chairman

4. To confirm minutes of the meeting of the Parish Council held on 7TH February 2024

The minutes of 7th February 2024 had previously been circulated in draft form and were approved and signed as a true record

5. To receive information on matters arising not listed elsewhere on the agenda

As proposed by Cllr J Almey and seconded by Cllr K Harris and all in favour it was agreed to suspend standing orders to discuss the closure of the church – The clerk will send an email to the vicar to arrange a meeting to discuss the opening of the church which has been shut since October.

6. Reports from County and District Councillors

No reports received

7. To adjourn the meeting to allow members of the public to speak

Nothing to report

SUFFIELD PARISH COUNCIL
Wendy Murphy Parish Clerk
suffieldpc@gmail.com

www.suffieldpc.co.uk

8. Finance:

(i) **To approve the accounting statement and Annual Governance statement for year ending 31st March 2024**

As proposed by Cllr J Almey and seconded by Cllr H Almey and all in favour the accounting statement and Annual Governance statement were approved

(ii) **To sign the AGAR exemption certificate for 2023/2024**

(iii) To discuss and authorise internal auditor for 2024/2025

As proposed by Cllr J Almey and seconded by Cllr Harris and all in favour it was agreed to use Mo Anderson Dungar

(iv) To discuss Financial Targets and plans for the forthcoming year
This will be discussed throughout 2024/2025

(v) To approve insurance for 2024-2025

As proposed by Cllr H Almey and seconded by Cllr Collins and all in favour it was agreed to renew the Insurance with Zurich £349.10

(vi) To approve any account for payment

Cheque 100376	Mo Anderson Dungar	£30.00
Cheque 100377	Zurich	£349.10
Cheque 100378	NALC Membership	£94.87

9. FOOTPATHS/HIGHWAYS –

(i) **Mud on Roads** – this was agreed to be deferred to the next meeting

(ii) **Cars on the Triangle** - As proposed by Cllr Polglase and seconded by Cllr H Almey and all in favour it was agreed for Cllr Hawkins to write to DVLA to ask them to remove the cars

(iii) **Pot Holes** - Cllr Harris has emailed Highways and is awaiting a response

10. Bottle Bank

The Clerk confirmed that the Council are being charged by weight of the bottle bank

11. Fly Tipping

The waste that is appearing on the allotment near the land owner's vegetable store is general debris. This is private property and the council are unable to get involved.

12. To note items of information / future agenda

As proposed by Cllr H Almey and seconded by Cllr Hawkins and all in favour it was agreed to suspend standing orders to discuss lighting of the Beacon for D Day. It was proposed by Cllr J Almey and seconded by Cllr Hawkins and with a majority in favour it was agreed that this should not go ahead.

Next Agenda items – Abandoned car Brick Kiln Lane
Defibrillator
Unity Trust Bank Account
Mud on Road

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13. To confirm date of next meeting

4th September 2024 7pm

14. EXCLUSION OF THE PRESS AND PUBLIC

To exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 during discussion of the following item

Clerks Appraisal – This was discussed and actions were noted.

Meeting closed at 20.15

DRAFT

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