

**Minutes of Sible Hedingham Annual Parish Council Meeting held at the
Village Hall, Parkfields, Sible Hedingham on
Monday 16th May 2016 at 7.30pm**

In the Chair: Cllr R Volkwyn

Present: Cllr's J Fennelly, G Jefferson, D Holmes, P Sarel, L Parkin, S
Metson, J Skittrall, J Nicholson, T Pitts-Webster, B Newman.

Cllr H Johnson (District Cllr)

Mrs G McCoyd (Clerk)

Five members of the public.

Public Comment:

There was no public comment.

20. To elect a Chair:

It was proposed by Cllr J Skittrall and seconded by Cllr L Parkin that Cllr
R Volkwyn is re-elected as Chairman. All in favour.

21. To complete Declaration of Acceptance of Office of Chairman

Cllr R Volkwyn signed his Declaration of Office and thanked Cllr's for
electing him

22. Apologies for Absence

There were no apologies for absence but it was noted that Cllr S Glen had
resigned from office.

23. Co-option of new Councillor to fill a casual vacancy

It was proposed by Cllr R Volkwyn and seconded by Cllr J Fennelly that
Kerry Greeno be co-opted onto the Parish Council to fill a vacancy

24. To complete Declaration of Acceptance of Office of new Councillor

Cllr K Greeno signed her Declaration of Office

25. To elect Vice Chairman

It was proposed by Cllr G Jefferson and seconded by Cllr R Volkwyn
that Cllr J Fennelly be re-elected as Vice Chairman. All in favour.

26. To note that all Councillors must review their Declaration of Interest
forms and to notify the clerk and BDC of any changes

It was duly noted.

27. Members Declarations. To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members.

There were no declarations of Interest

28. To confirm minutes of the Parish Council meeting held 11th April 2016

The minutes of the meeting held on 11th April, having been circulated, were taken as read, were confirmed and signed by the Chairman as a correct record.

29. Matters arising from those minutes

Cllr R Volkwyn stated that Hedingham School had spoken to the pupils regarding their previous behaviour.

Cllr R Volkwyn read a letter from Teaseldown School stating that their children did not use the play area designed for the younger children. It was decided to monitor the play area.

30. To review delegation arrangements and terms of reference for committees a. Finance and Funding b. Planning c. Recreations and Amenities d. Personnel

It was agreed that the delegation arrangements and reviewed terms of reference for these committees were accepted.

31. To elect Committees: a. Finance and Funding, b. Planning, c. Recreation and Amenities, d. Personnel

It was resolved that the following Cllr's be elected to the PC Committees:

Finance and Funding: Cllr's R Volkwyn, J Fennelly, G Jefferson, L Parkin, B Newman, and T Pitts-Webster

Planning: Cllr's R Volkwyn, J Fennelly, G Jefferson, L Parkin, P Sarel, J Skittrall, T Pitts-Webster, and B Newman.

Recreation and Amenities: Cllr's R Volkwyn, J Fennelly, D Holmes, S Metson, J Skittrall, and K Greeno

Personnel: Cllr's R Volkwyn, J Fennelly, G Jefferson, and S Metson.

32. To elect Advisory Groups: a. Emergency Planning, b. Footpaths and PROW, c. Water Management, d. Interview Panel

It was resolved that the following are elected to the Advisory Groups:

Emergency Planning: Cllr's R Volkwyn, J Fennelly, D Holmes, J Skittrall and J Nicholson

Footpaths and PROW: Cllr's R Volkwyn, J Fennelly, L Parkin, H Johnson and Mrs P Volkwyn, Miss C Cannell, Mrs S Rees, Mr A Putnam, Mr O Hawkes, and Dr. N Edwards.

Water Management: Cllr's R Volkwyn, J Fennelly, D Holmes and Mr T Law.

Interview Panel: Cllr's R Volkwyn, J Fennelly and K Greeno

33. To appoint representatives to other organisations: a. Halstead Area Crime Prevention Panel (2) b. Joint Action Group (1) c. EALC (2) d. BALC (2) e. Hedingham Twinning Association (2) plus Chairman as President of Association f. Tree Warden (1)

The following appointments were agreed:

Halstead Area Crime Prevention Panel: Cllr's D Holmes and J Skittrall

Joint Action Group: It was decided not to appoint anyone at this time.

EALC: Cllr's G Jefferson and J Nicholson.

BALC: Cllr L Parkin

Hedingham Twinning Association: Cllr's R Volkwyn and J Skittrall

Tree Warden: Cllr H Johnson

34. To review Standing Orders, Financial Regulations and Complaints Procedure

It was agreed that no change was required to the Standing Orders, the Financial Regulations and the Complaints Procedure.

35. To review the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998

The new policy for handling requests under Freedom of Information was accepted

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36. To review the Council's policy for dealing with the Press/Media

It was confirmed that Cllr J Fennelly continues as Press Officer.

37. To receive the Accounts for payment. Appendix 1

It was proposed by G Jefferson and seconded by J Skittrall and carried that the accounts are paid.

38. Any other business (agenda items for next meeting and exchange of information only)

Cllr H Johnson gave his apologies for the Annual Parish Assembly to be held on Monday 23rd May and reported on the following:

The new Crime Commissioner Roger Hirst had been elected.

The Local Plan does not impinge to highly on Sible Hedingham except that Tanners Dairy has been allocated for Residential Development.

Crime is still an issue; one house had been burgled twice, so he warned residents to be vigilant.

There was no more information available on the proposed new Health Centre.

Cllr J Nicholson asked that a representative from the Dr's Surgery be invited to next weeks Annual Assembly.

Cllr L Parkin stated that the Almshouses Committee need a trustee and Cllr D Holmes stated he had expressed an interest but had heard nothing to date.

Cllr R Volkwyn reminded all the Cllrs that the Annual Parish Assembly was on Monday 23rd May at 7pm for 7.30pm and that Cllr training was to be held at the Parish Office on Wednesday 25th June 7-9pm.

There being no further business the meeting closed at 8.15pm