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| **Minutes of Parish Council Meeting 9th May 2022**  Wendens Ambo Parish Council Meeting in Wendens Ambo Village Hall, Wendens Ambo at 8pm.  Present: Chair Gail Gibbs, Councillors Kathryn Butterworth, Chris Howitt, Alan Lovett, Simon Rowley, Sam Slota-Newson and Chris Stringer  In Attendance: District Councillors Richard Pavitt, Neil Gregory, three members of the public and the Clerks, Amanda Lindsell, Jane Rolfe     |  |  | | --- | --- | | **05/22/01** | **Election of Chair**  Cllr Gail Gibbs was nominated as Chair.  Proposed by Cllr Alan Lovett. Seconded; Cllr Chris Stringer.  There were no other nominations.  Cllr Gail Gibbs was unanimously elected Chair and completed and signed the Declaration of Acceptance of Office as Chair, which was countersigned by the Clerk as Proper Officer of the Council. | | **05/22/02** | **Election of Vice Chair**  Cllr Alan Lovett was nominated as Vice Chair.  Proposed by Gail Gibbs. Seconded; Cllr Sam Slota-Newson  Cllr Alan Lovett was unanimously elected Chair and completed and signed the Declaration of Acceptance of Office as Vice Chair, which was countersigned by the Clerk as Proper Officer of the Council. | | **05/22/03** | **Chair`s Welcome**  Chair Gail Gibbs welcomed everyone to the meeting. | | **05/22/04** | **Apologies For Absence**  Apologies for absence were received and accepted from County Cllr Paul Gadd. | | **05/22/05** | **Declarations Of Interests**  None. | | **05/22/06** | **Public Participation**  A member of the public asked if the Parish Council will be producing an annual report. Chair Gibbs confirmed that she will prepare an annual report which will be available at the parish meeting on Sunday. The member of public volunteered to publish the report in the Village Views magazine.  NB added after meeting - as a Chairman’s report is not a legal requirement, Chair Gibbs will not prepare one. | | **05/22/07** | **County Councillor`s Report**  County Councillor Gadd`s report was read out. (appendix one).  Cllr Lovett asked that the information on Ukraine, as offered in Cllr Gadd’s report, be distributed to all councillors. | | **05/22/08** | **District Councillors’ Report**  District Councillor Gregory reported that the Local Plan Leadership Group will meet next Thursday, 19th May, when decisions on site allocations will be made.  There was a discussion around problems with the council’s basic admin system for planning applications, and the changes that have made recently in the consultation period. Cllr Gregory reported that the new interim director of UDC has not yet arrived.  District Councillor Richard Pavitt reported that local rivers levels are very low and that there may be risk of water restrictions. He explained a scheme called ‘Water Resources East’ set up by Anglian Water to find out if there are enough water resources to meet future demand. He also explained that imported water may have a different make up and can affect the bio-diversity in the area.  There was a discussion around air quality and whether it plays a part in planning decisions. A website address was given by Cllr Rowley which enables air quality to be checked by location; addresspollution.org | | **05/22/09** | **Previous Minutes**  Councillors agreed the minutes of the April Parish Council meeting as a true and accurate record of proceedings and Chair Gibbs signed the minutes. | | **05/22/10** | **Clerk`s Report**  The clerk reported that;  i. Jane Rolfe has accepted the job of clerk and a handover of equipment and files from the outgoing clerk has taken place. The old clerk continues to act as responsible finance officer until the new clerk is made an online bank user. The old clerk will complete the end of year documents and liaise with the internal auditor. It was agreed that old files, which are legally required to he kept, will be stored in the cupboard of the village hall.  ii. Hardy Landscapes have been asked to cut the nettles in the Wick.  iii. The new dog excrement bin has been ordered, for which the district council have agreed to pay half.  iv. The website has been uploaded with the minutes. | | **05/22/11** | **Financial Report**  i. The internal auditor, Val Evans, was approved. The outgoing clerk will liaise with her and provide paperwork required**.**  ii. It was agreed to continue to affiliation with EALC and NALC and payment of their annual fees of £151.04.  The clerk circulated a statement and review of accounts and invoices for payment;  Wybone - replacement bin £ 248.39  eSlip Ltd - monthly payroll £ 17.96  EALC/NALC affiliation 2022/23 £151.04  J Rolfe - New Clerk £ 148.50  A Lindsell - Clerk`s salary April 2022 £442.96  Clerk`s expenses April 2022 £ 64.56  Hardy Landscapes - grass cutting April 22 £376.80  These were approved for payment.  iii. It was agreed that as a smaller authority whose gross annual income or gross annual expenditure does not exceed £25,000 the council are exempt from sending the Annual Governance and Accountability Return to the external auditor for a limited assurance review, and the Certificate of Exemption was completed and signed by the Responsible Financial Officer and the Chair**.**  iv. The Annual Governance Statement of the Annual Governance and Accountability Return 2021/22 was read out, approved, completed and signed by Chair Gibbs and the clerk.  v. The annual accounts were circulated and approved and the Accounting Statement of the Annual Governance and Accountability Return 2021/22 was read out, approved, completed and signed by Chair Gibbs and the Responsible Financial Officer.  vi. The completion of the Notice of Public Rights and Publication of Annual Governance and Accountability Return  ( Exempt Authority) to be displayed before 1st July 2022, and making available the Annual Governance and Accountability Return and associated documents on application to the clerk, between 13/06/22 and 22/07/22 was noted. | | **05/22/12** | **Grant from Wendens Ambo Millenium Trust**  Gibbs phoned ELAC for advice. Although ELAC has no policy, their principle is that grant applications are turned down if the applicant holds a significant reserve which is more than the council’s. The grant request from Wendens Ambo Millenium Trust was refused.  Chair Gibbs said that Grant Policy would be reviewed in due course and that some wording is ambiguous.  It was discussed by councillors that agreeing to a grant for the purpose of insurance might set a precedence as it is an annual cost. A member of the public asked about the possibility of the parish council taking out an umbrella insurance policy for use by small charities’ events. This was discussed, but not considered plausible. Councillors reiterated that the Fun Run event put on by the Wendens Ambo Millenium Trust was much appreciated. | | **05/22/13** | **Light Up Speed Sign**  Chair Gibbs reported that she had received a quotation for changing the faulty flashing ‘30’ speed limit sign to a ‘slow down’ sign in line with the one in Newport. The quotation is from Solargen and for £3,425. A member of the public reminded councillors that funds were put aside for the original ‘30’ sign which were not used. The chair will obtain more quotations and contact Newport council to find out cost of their sign.  Councillors voted on purchase of new sign - 5 votes in favour. It was agreed in principle to purchase a new sign. | | **05/22/14** | **Enquiries, Complaints and Correspondence**  Correspondence received this month included:  i. Request for an update on drainage was received. Chair Gibbs explained that she had written to Anglian Water and received a reply to say that they would be in touch in three weeks, which was four weeks ago.  ii. Chair Gibbs apologised for the Parochial Church Council being missed off the invitation list to the Annual Parish Meeting.  iii. The parish council were asked to consider the use of CIL funds to pay for an energy survey in Wendens Ambo, such as the one carried out by Saffron Walden Community Energy and highlighted at the recent Littlebury Energy Project open day. Chair Gibbs explained that she had been in touch with someone about a survey and will follow this up by contacting Chris Dodge. A member of the public reported that the cost is approximately £4,000 and that funds are still available. | | **05/22/15** | **Matters to be considered for the next meeting`s agenda.**  i.Update on Cost of Light Up Speed Sign  ii. Wendens Ambo Energy Survey | |  | **Meeting Actions**  i.Clerk to ask Cllr Gadd to forward update on Ukraine to parish councillors.  ii. Grant Awarding Policy to be reviewed by Chair Gibbs.  iii. Outgoing Clerk to meet with internal auditor  iv. More quotations to be obtained by Chair Gibbs for speed sign.  v. Chair Gibbs to follow up Energy Survey and to gather more information.  vi. Cllr Butterworth to arrange further advertising for Annual Parish Meeting.  vii. Thanks to be extended to Graeme Gibbs for repairs to the bus shelter.  viii. Thanks to be extended to Mark Reynolds for grass cutting.  viii. Thanks were extended to Cllr Slota-Newson for work on goal posts. | |  | **The meeting closed at 9.17pm** | |

The next Parish Council Meeting will be held on 6th June 2022 at 8pm, in Wendens Ambo Village Hall.

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