EARL SOHAM PARISH COUNCIL MEETING

Thursday 5th November 2020

At 7.38pm Extraordinary Virtual meeting Minutes

In attendance: David Grose, Mark Rutherford, Lucy Murrell, Andrew Patterson, Candida Cook, Neil Warden, Peter Russell, Anna Goymer and 2 members of the public

1) Apologies for absence GH. John Starke

2) Declaration of interest. ALL. NW re: BH and AG re village school.

3) a Approval of minutes from 29th September 2020. Unanimously approved.

b Matters arising from 29th September 2020. ESCCRG to be discussed on item 8. Planning DC/20/3230/FUL to be discussed on item 6.

4) Public Comment. No public comment were made.

5) District Council Report Maurice Cooke. General news letter sent out, with no comments forthcoming.

6) Planning Application DC/20/3230/FUL. Confirmation of the objection sent. Subsequently the application has been withdrawn.

7) Internal audit report unanimously approved

a) Financial Regulations. New regulations discussed and unanimously approved

b) Confirm Reporting Financial Officer. Guy Harvey proposed and unanimously approved as RFO

c) Adopt Standing Orders New Standing Orders. Discussed and unanimously approved.

d) General power of competence. GH gave an explanation why it is not relevant for ESPC.

e) Risk Assessment New Risk Assessment. Discussed and unanimously approved.

f) Effectiveness of internal controls. Discussed and unanimously approved.

g) Income received report. New policy of income to be posted on the minutes discussed and unanimously approved.

h) Confirmation that clerk has opted out of pension scheme. Clerk confirmed that he has opted out of pension scheme

i) Asset register Updated. Discussed and updates agreed and unanimously approved.

j) Adopt new bank reconciliation to new format. Discussed and unanimously approved.

k) Approval of Auditor for 20/21 accounts. Discussed and SALC unanimously approved as

auditor fo 2020/21 audit.

8) Earl Soham Community Corona Response Group members of the public may be excluded from this discussion due to legal advice

9) New Website to comply with new regulation WCAG 2.1 (web content accessibility guidelines). Guy Harvey explained that the PC website wasn’t WCAG 2.1 compliant and the council would need to adopt the new regulations which means a new provided would be required. GH then gave 3 representation examples that were similarly priced but recommended the ‘my parish’ proposal. This included an £660 + vat initial set up followed by £10 + vat per month thereafter. This was discussed and unanimously approved

10) Neighbourhood Plan update. Chris Sharpe gave a ESNP Report update as follows:

We have been reviewing the site assessment and housing needs analysis documents from AECOM.

We have looked at the sites and prepared a committee view based on the information in the report, our local knowledge and feedback received in the questionnaire.

We have a review meeting next week with our consultant to go through this.

With regard to housing needs analysis the AECOM report gives interesting information which in general chimes with views expressed in the questionnaire. We will be working with our planning consultant into how we turn this into something which is specific and workable for Earl Soham.

11) Allotment funding idea. Candida Cook, as representative of Allotments, commented that the committee had funds for posts and pond liner but it would be welcomed if the council wanted to help also with a more pressing problem which was the lack of mains water. CC presented a water collection scheme at an approximate cost of £1500. Peter Russell, as a water drainage expert, wasn’t convinced that this would give them the amounts of water when they needed it and agreed to visit the site and come up with some ideas for the future.

12) Finance report attached

13) Cheques to be signed. None

14) Correspondence. None that the council hadn’t been aware of

15) Any other business.

a) Quiet Lanes. This was discussed Church Lane to be put forward for this initiative on behalf of Earl Soham to the ESDC by the end of November and Peter Russell agreed to champion this

b) Earl Soham News Letter. Anna Goymer gave an update. It’s near completion and printing was discussed and agreed to be carried out by GH. The distribution method to be confirmed.

Meeting closed at 9.50pm

Next meeting Thursday 7th January

Signed