

24-25/02

# LOUND PARISH COUNCIL

## ANNUAL PARISH COUNCIL MEETING

Minutes of the Annual Parish Council Meeting held on Monday 20<sup>th</sup> May 2024. The meeting took place after the Annual Parish Meeting which commenced at 7pm at The Village Hall.  
**(Subject to amendment until signed by the Chairman at the next meeting)**

**Present:** Miles Thomas (Chair), Paul Strowlger (Vice Chair), Gayle Welsh, Jenny Ozinel, Connor Moore, Jill Day, Carly Jones, Jill Brown (clerk). Also present for part of meeting – Paul Ashdown (District Councillor). There were no members of the public present.

**1. Election of Chair** – Gayle proposed that Miles Thomas be re-elected as Chair. Seconded by Connor. There were no objections and no other nominations. Miles accepted position of Chair for the upcoming year.

**2. Election of Vice Chair** – Miles proposed Paul S be re-elected as Vice Chair. Seconded by Gayle. No objections and no other nominations. Although not present at this meeting, Paul had previously indicated that he would accept the position of Vice Chair if he were nominated.

**3. Welcome and Apologies** – Apologies were received from Paul Strowlger. These were voted on and accepted unanimously by the Parish Council. Proposed by Jill D, seconded by Connor. Apologies also received from Keith Robinson

**4. Declaration of Interest and Requests for Dispensation** – There were none.

**5. Minutes of the Previous Council Meetings** – Minutes of the PC meeting held on Monday 4<sup>th</sup> March were agreed and confirmed. Proposed by Jill D, seconded by Jenny. Minutes of the extraordinary PC meeting held on Monday 11<sup>th</sup> March were agreed and confirmed. Proposed by Jill D and seconded by Gayle. Minutes of the extraordinary PC meeting held on Tuesday 23<sup>rd</sup> April were agreed and confirmed. Proposed by Carly and seconded by Jenny.

**6. Councillors personal email addresses** – The clerk reminded councillors of the recommendation from last years Internal Audit, regarding best practice, that all Parish Councillors have an email address that is separate from their personal account. Some councillors have already done this and the others agreed to follow suit.

**7. Updates** –

- Speed Indicator Device – This is now in situ and functioning. Jill D has the spare batteries and the instructions. The device will be moved to the second location on Church Lane when the duck breeding season has passed.
- Mardle – There has been a suggestion by a nearby resident that pots are planted up in the area of the Mardle area. They also suggested there are further duck signs re feeding. There are signs in the shed that could be amended and utilised. Miles will also look into this and will ask the resident concerned whether they would be prepared to take responsibility for keeping any pots watered.
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Signed

Chairman, .....

Clerk, .....

Date, .....

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- Footpath signs and dog poo bins – Footpath 10 - a discussion took place around signage to remind people to stay on the path and not wander onto the field. A dog poo bin is needed near the path. Miles will check whether it is possible for the vehicle to access the area in order for it to be emptied. Proposed by Jill D and seconded by Jenny. A discussion also took place regarding the provision of a dog poo bin near Lound exchange. Miles will also look into this. Proposed by Gayle, seconded by Jill D.

**8. Reports from District and County Councillors** – Paul Ashdown reported that there will be funding available to continue with the Warm Welcome scheme. Action Suffolk are planning to provide a service around the villages to encourage exercise. There is funding earmarked for the Bact Bus until 2026. The rugby club bus will continue as this is a much-used service. The box-up project will provide play and sports equipment for people to use and will start at Normanston Park. In September there will be a park run commence on Sunday mornings which will be for children. This will probably start from Normanston Park. More volunteers are needed to facilitate this.

**9. Social Media and Website** – A discussion took place regarding the setting up of an official Lound Facebook page. It was agreed that this would be a good idea. Carly offered to look into this. Proposed by Jill D, seconded by Jenny. It was agreed that the website also needs tidying up so that information is more easily accessible. All statutory information needs to remain.

**10. Internal Audit Report** – The Internal Audit statement that forms part of the AGAR was presented to the PC. However, the supporting document had only just been received and will be presented at the next full PC meeting.

**11. Review of Standing orders and Financial Regulations** – The Standing Orders and Financial Regulations were reviewed and approved.

**12. Review of Risk Assessment** – The Lound Parish Council Risk Assessment was reviewed and approved.

**13. Correspondence** – There were no items of correspondence not already dealt with.

**14. Accounts -**

**a: Review of income and expenditure and balances to end March 2024.** Review of bank reconciliation to end of March 2024. Review of actual and forecast income to end March 2024. All were reviewed and agreed. Proposed by Jenny and seconded by Carly.

**b: Review of income and expenditure and balances to end April 2024.** Review of bank reconciliation to end of April 2024. Review of actual and forecast income to end April 2024. All were reviewed and agreed. Proposed by Jill D, seconded by Jenny.

**c: Payments to Authorise:**

Clerk's salary to end of May 2024 and end of June 2024. These were authorised. Proposed by Gayle, seconded by Carly.

Signed Chairman, ..... Clerk, ..... Date 1/7/24

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**15. Review of AGAR:**

a; Certificate of Exemption 2023/24 was reviewed and agreed. Proposed by Jenny, seconded by Connor.

b: Annual Governance Statement 2023/24 was reviewed and agreed. Proposed by Jill D, seconded by Carly.

c. Accounting Statements 2023/24 were reviewed and agreed. Proposed by Carly, seconded by Jenny.

**16. Dates of Future Meetings 2024:** 1<sup>st</sup> July 24, 2<sup>nd</sup> September 24, 4<sup>th</sup> November 24, 6<sup>th</sup> January 25, 3<sup>rd</sup> March 25.

**17. Councillors Forum** – No matters were discussed at this agenda item.

The meeting closed at 9.15pm.

Signed

Chairman, .....

Clerk, .....

Date...1/7/24