

**MINUTES OF THE SPECIAL MEETING OF BRENT ELEIGH PARISH COUNCIL  
HELD ON 22 JUNE 2017 IN THE VILLAGE HALL COMMENCING AT 7:30PM**

**Present:**

Cllr Kevin Went (Chairman)  
Cllr Francesca Scoones  
Cllr Natalie Shewring  
Cllr Michael Warner

**Apologies:**

Cllr Karen Marshall

**In Attendance:**

William Grosvenor (*Clerk to the Council*)

		<b>Action</b>
<b>17.58</b>	<b>CHAIRMAN'S WELCOME</b> Cllr Went welcomed all present to the meeting.	
<b>17.59</b>	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b> Apologies were received from Cllr Marshall.	
<b>17.60</b>	<b>DECLARATIONS OF INTEREST</b>	
<b>17.60.01</b>	<b>To Receive Amendments to the Register</b> There were no amendments to the Register.	
<b>17.60.02</b>	<b>To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none.	
<b>17.60.03</b>	<b>To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were none.	
<b>17.60.04</b>	<b>To Receive Full / Partial Dispensations for Pecuniary Interests Declared</b> It was noted that there had been no requests for dispensations.	
<b>17.61</b>	<b>TO RECEIVE AND CONSIDER REPORTS ON FINANCIAL MATTERS</b>	
<b>17.61.01</b>	<b>To Make the Annual Governance Statement for 2016/17</b> Councillors reviewed their responsibility for ensuring that there is a sound system of internal control within the Council, and approved the Annual Statement of Governance, which was duly signed by the Chairman and Clerk.	
<b>17.61.02</b>	<b>To Approve the Accounts and Annual Return for 2016/17</b> The accounts, which had been signed off by the Council's Internal Auditor, were approved, and the Accounting Statements were duly signed by the Chairman and Clerk as Responsible Finance Officer. The deadline for submission of the Annual Return to BDO LLP is 24 July.	Clerk
<b>17.61.03</b>	<b>To Review the Asset Register</b> This was considered and <b>AGREED</b> .	
<b>17.61.04</b>	<b>To Appoint the Internal Auditor for 2017/18</b> It was <b>AGREED</b> to invite David Hopkins to be the Council's Internal Auditor for 2017/18.	Clerk
<b>17.61.05</b>	<b>Approval of Payment</b> Payment of the annual Data Protection registration renewal in the sum of £35.00 was due in July. This was <b>AGREED</b> .	Clerk

<b>17.62</b>	<b>TO RECEIVE THE CLERK'S REPORT</b>	
<b>17.62.01</b>	<p><b>Electoral Review of Babergh</b></p> <p>The Clerk reported the start of the review process to initiate a new pattern of electoral wards for Babergh District Council, and to reduce the number of Members down to 31. Public consultation runs until 14 August and the Local Government Boundary Commission will announce its draft recommendations in October.</p> <p>The consultation portal can be accessed at:  <a href="https://consultation.lgbce.org.uk">https://consultation.lgbce.org.uk</a></p>	
<b>17.62.02</b>	<p><b>PCC public meeting schedule</b></p> <p>The Clerk reported the dates when the Police and Crime Commissioner and the Chief Constable will be "on tour". They will be in Hadleigh on 28 July at the Market Place from 11am to 2pm.</p>	
<b>17.63</b>	<p><b>TO CONSIDER WRITTEN REPRESENTATION IN RESPECT OF GROVE HOUSE</b></p> <p>The Clerk reported an email received from the owner of Grove House, expressing concern at the continued reference to Grove House entrances in the Parish Council minutes, and attaching an extract from a copy of a plan (which accompanied the conveyance of the land to the current owner's predecessor in title) purporting to show that both the entrances under consideration were pre-existing. However on detailed examination of a larger copy of the plan and having the advantage of additional oral evidence from a contemporary witness to the transaction, Councillors concluded that the plan disclosed no additional entrances onto the Lavenham Road, and <b>AGREED</b> that further investigations into potential planning breaches were required. As Councillors were still concerned over the status of the new entrances, the Clerk would liaise with Cllr Arthey to ascertain the current position with Babergh's planning enforcement team.</p>	Clerk
<b>17.64</b>	<p><b>CHAIRMAN'S CLOSING REMARKS</b></p> <p>The Chairman thanked everyone for attending the meeting.</p>	
<b>17.65</b>	<p><b>DATE OF NEXT ORDINARY MEETING</b></p> <p><b>20 July 2017 at 7.30pm</b></p> <p>There being no further business the meeting closed at 8.50pm.</p>	