

**MINUTES OF THE SPECIAL MEETING OF BRENT ELEIGH PARISH COUNCIL  
HELD ON 7 JUNE 2018 IN THE VILLAGE HALL COMMENCING AT 7:30PM**

**Present:**

Cllr Kevin Went (Chairman)  
Cllr Karen Marshall  
Cllr Natalie Shewring

**Apologies:**

Cllr Francesca Scoones

**In Attendance:**

William Grosvenor (*Clerk to the Council*)

		<b>Action</b>
<b>18.46</b>	<b>CHAIRMAN'S WELCOME</b> Cllr Went welcomed all present to the meeting.	
<b>18.47</b>	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b> Apologies were received from Cllr Scoones.	
<b>18.48</b>	<b>DECLARATIONS OF INTEREST</b>	
<b>18.48.01</b>	<b>To Receive Amendments to the Register</b> There were no amendments to the Register.	
<b>18.48.02</b>	<b>To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none.	
<b>18.48.03</b>	<b>To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were none.	
<b>18.48.04</b>	<b>To Receive Full / Partial Dispensations for Pecuniary Interests Declared</b> It was noted that there had been no requests for dispensations.	
<b>18.49</b>	<b>TO RECEIVE AND CONSIDER REPORTS ON FINANCIAL MATTERS</b>	
<b>18.49.01</b>	<b>To Receive and Note the Annual Internal Audit Report for 2017/18</b> The internal Audit report, which was unqualified, was received by Councillors and <b>NOTED</b> .	
<b>18.49.02</b>	<b>To Approve the Annual Governance Statement for 2017/18</b> Having reviewed the system of internal control within the Council at the previous meeting and found it satisfactory, <b>it was RESOLVED</b> to approve the Annual Governance Statement, which was duly signed by the Chairman and Clerk. <b>Proposed by:</b> Cllr Went <b>Seconded by:</b> Cllr Shewring	
<b>18.49.03</b>	<b>To Consider the Accounting Statements for 2017/18</b> The Clerk took Members through the Accounting Statements and supporting papers, which were discussed and <b>AGREED</b> . The gross income for 2017/18 was £2,124 and the gross expenditure was £1,395. The Council had previously (at its meeting on 29 March 2018) agreed to certify itself as exempt from a limited assurance review by virtue of its small turnover.	

18.49.04	<p><b>To Approve the Accounting Statements for 2017/18 by Resolution and Sign the Exemption Certificate</b>  <b>It was RESOLVED</b> to approve the Accounting Statements for 2017/18 and they were duly signed by the Chairman and Clerk as Responsible Finance Officer. The Exemption Certificate was signed with a deadline for submission to the External Auditor, together with contact details for the Chairman and Clerk, of 11 June.  <b>Proposed by:</b> Cllr Went                      <b>Seconded by:</b> Cllr Marshall</p>	Clerk
18.49.05	<p><b>To Review the Council's Asset Register</b>  This was considered and <b>AGREED</b>.</p>	
18.49.06	<p><b>To Review and Confirm the method of Asset Valuation adopted</b>  The External Auditor  <b>Brent Eleigh Parish Council at its meeting on 7 June 2018 confirmed by resolution its policy to continue to use the acquisition cost as a basis for recording values in the Council's Asset Register.</b></p>	
18.49.07	<p><b>To Appoint the Internal Auditor for 2017/18</b>  <b>It was AGREED</b> to invite David Hopkins to be the Council's Internal Auditor for 2018/19.</p>	Clerk
18.49.08	<p><b>Approval of Payment</b>  Payment of the annual insurance premium in the sum of £178.91 (year 3 of a 5 year undertaking) was <b>AGREED</b>.</p>	Clerk
18.50	<p><b>PLANNING ISSUES</b></p>	
18.50.01	<p><b>To Consider Planning Application received</b>  <b>DC/18/01987 – Second Meadow Stables, Brent Eleigh Road, Lavenham – Proposed erection of detached dwelling in association with the use of Second Meadow Stables.</b>  Following discussion <b>it was AGREED</b> to recommend refusal as:</p> <ul style="list-style-type: none"> <li>• The application is to construct a dwelling to enable the applicant to live on the site of an equestrian business, whereas the current permitted use is for recreational equestrian use, not commercial. If the application implies a change of use then that should be sought and granted before any consideration of a dwelling to better facilitate such an operation.</li> <li>• Second Meadow is subject to a high flood risk and this is neither acknowledged in the application nor addressed as required.</li> </ul> <p>Clerk to respond to Babergh accordingly.</p>	Clerk
18.51	<p><b>CHAIRMAN'S CLOSING REMARKS</b>  The Chairman thanked everyone for attending the meeting.</p>	
18.52	<p><b>DATE OF NEXT ORDINARY MEETING</b>  <b>12 July 2018 at 7.30pm</b>  There being no further business the meeting closed at 8.15pm.</p>	