

# **BEDINGFIELD PARISH COUNCIL**

The Annual General Meeting was held on Thursday 11<sup>th</sup> May 2023 in the Village Hall.  
A draft summary of the minutes follows:

**Present:** Councillors: R Housley, M Booth, P List, A Lawrence, T Davis (MSDC) and a parishioner.

**1 Apologies.** None

## **2 Election of Chairman and Vice-Chairman**

R Housley was elected chairman.

R Housley was honoured and happy to accept.

M Booth was elected as Vice-chairman.

## **3 Code of Conduct and Standing Orders**

These were circulated with the agenda.

The updated 2022 version for the Suffolk Code of Conduct was drawn to the councillor's attention.

The main changes being to Appendix B registering interests.

All the councillors agreed to adopt the Code of Conduct and Standing Orders for the coming year.

## **4 Declarations of interest.**

R Housley declared an interest in Item 9, Finance, newsletter

## **5 Minutes.**

The minutes of the last meeting were read and accepted as correct. They were then signed and dated.

## **6 Matters arising.** None

## **7 Correspondence.** None

## **8 Planning**

Full planning permission was not required to relay concrete hardstanding at Flemings Hall Farm.

The councillors had no objections to the erection of a single storey extension at Orchard Farm.

## **9 Finance**

An internal audit of the accounts has been completed by R Berry. He highlighted that he had not seen each individual invoice where VAT was claimed, (dating back to 2020), only the spreadsheet summary submitted to HMRC.

The accounts for 2022/23 were examined by the councillors. All the councillors were in favour that these should be signed as correct. They were then closed, signed and dated.

The Certificate of Exemption from an external audit was accepted, completed and signed.

The Annual CIL expenditure report was completed and signed.

The meeting was then adjourned and the Annual Parish Meeting commenced.

The AGM of the Parish Council resumes.

## **9 Finance (cont.)**

R Housley declared an interest.

The vice-chair continued the meeting and discussed a donation towards the parish newsletter. All councillors agreed to donate £100.

R Housley thanked the council.

The councillors agreed to the following payments:

Heartbeat Trust VETS Scheme £120

MSDC Litter bin emptying £47.68

MSDC for election expenses when the invoice is received.

All councillors agreed that investigation should be made into paying invoices by BACS.

## **10 Church clock**

No update. A Lawrence has had contact with a retired watch/clock repairer and will ask him if he would view the clock and perhaps suggest a winding mechanism.

## **11 Councillor Vacancy**

Only 4 councillors sought election. As there was nobody else interested for the election it was decided to reassess the situation at the next meeting.

## **12 AOB None**

## **13 NEXT MEETING**

The next meeting will be on Monday 4<sup>th</sup> September 7:30pm

Everyone was thanked for attending.