

**Minutes of the Wixoe Parish Meeting held at St Leonard's Church
7pm on 26 April 2022**

Present: Duncan Howlett – Chairman
Richard Jenkins – Treasurer
Tricia Hearn – Secretary
Bobby Bennett - Suffolk County Councillor
Marion Rushbrook - West Suffolk District Councillor
Karen Richardson - West Suffolk District Councillor
Nick Clarke- West Suffolk District Councillor
Wixoe residents

Apologies: None

Prior to the meeting the chairman introduced Ali Hunt to update the village regarding the defibrillator.

Ali Hunt thanked the village for pledges. Advised the Defib has now been installed in the phone box and is working - due to difficulty in registering with [NHS] currently if needed to be used there are two telephone numbers (Ali and Duncan's) available these should be called to get the access code to unlock the equipment. A Service Contract has been purchased and AH and DH do weekly checks. Training was cancelled due to COVID awaiting new date. AH has collect the paint and new sign awaiting to be done when weather improves. AH advised there is a surplus of funds collected from pledges in the village to be discussed under minute 9 Any Other Business.

1. Minutes

The minutes of the Parish Meeting of 5 October 2021, minutes of an extraordinary meeting regarding the defibrillator and minutes of a committee meeting regarding the precept application were presented and approved.

2. Chairman's report

The Chairman welcomed those present and he went on to thank Ali Hunt on behalf of the village for all of the work she has done on this Defib project.

3. Treasurer's report and approval of Accounts and Annual Governance and Accountability Returns 2021-22 (AGAR)

(a) The unaudited annual accounts for the year ended 31 March 2022 prepared by the Treasurer were approved.

(b) Annual Governance and Accountability Returns Pursuant to the Accounts and Audit Regulations 2015, and the Local Audit (Small Authorities) Regulations 2015:

(b) (i) The Annual Internal Audit Report prepared by Sally Bond - received and noted. The chairman thanked Sally for her work on the internal audit.

(b) (ii) Certificate of Exemption - AGAR 2021/22 Form 2PM - approved and after signing by the Chairman will be submitted to PKF before 30 June 2022.

(b) (iii) Annual Governance Statement - AGAR 2021/22 Form 2PM Section 1 - The

Parish Meeting agreed that there is a sound system of internal control including arrangements for the preparation of the Accounting Statements and approved the Annual Governance Statement.

(b) (iv) Accounting Statements - AGAR 2021/22 Form 2PM Section 2 The AGAR Accounting Statements for year ended 31 March 2021 having been signed by the Chairman were approved.

NC questioned funds kept in reserve. DH advised funds were held for contingency for verge cutting and tree maintenance. Trudy suggested the reserve be used to cut back the verges now as they are dangerous - this was seconded by Lesley. BB suggested the parish email her with details and she would chase this so it was agreed if funds were needed they would be used but to investigate official lines first.

4. West Suffolk County Councillor - Bobby Bennett.

BB presented her report (copy attached). Additionally, she agreed to look into why the post box has not yet been replaced as it has in other villages. DH asked BB when the issue at Boyton End will be resolved. BB advised this is ongoing but not resolved yet.

5. District Councillor's Reports

Marion Rushbrook and Karen Richardson and Nick Clarke provided the District Councillor's report (copy attached). Nick Clarke presented an additional report (copy attached).

6. Neighbourhood Watch

Richard Jenkins advised that the police had informed him that after intensive investigation they had closed the case regarding the post box theft. RJ commented that despite CCTV footage being captured of a car acting suspiciously they made no comment as to whether or not it had been eliminated from their enquiries. RJ also advised to be wary of telephone scams as they are rife at the moment. NC commented that there have been many attempts to break into cars and sheds between 2am and 4am in Keddington.

7. Election of Officers

There were no nominations from the floor and the current officers agreed to continue for another year.

8. Any other Business

After discussion it was agreed that surplus funds from the pledges received towards the Defibrillator should be held by the Parish in reserve for any costs of ongoing servicing of the equipment and phone box.

Mr Gilcrest has kindly agreed to paint the phone box when the weather improves. It needs properly preparing first or it will be a waste of paint ?

Notice Board - now the phone box is not used as a notice board Ali Hunt has looked into costs of a replacement with basic costing from £500-£1500. To be agreed - this would come from reserves.

Book swap - discussed where this could now be - PCC do not agree for it to be in the church - no agreement reached.

Question from Lawrence regarding who is responsible for the Ford bridge. BB has asked Lawrence to email her with details.

Mrs Gilcrest has been investigating who is responsible for the broken fence on the river - BB advised need to find out who owns the land.

9. Handover of office

The existing officers will continue for another year.

The meeting closed at 20:20pm

Signed: **Chairman**