

**SYLEHAM PARISH COUNCIL**

**MINUTES** of the meeting held on Wednesday, May16th, 2018 at Syleham & Wingfield Village Hall at 7.30 pm.

**Present:** Mr M Flounders, Mrs G Elsdon (Vice Chair), Major A Napier, Mr G Lewis & Mr. Mr S Scott

**Apologies:** Mr R Pilch, & Mr S Phillips

**Attending:** Mr D Young (Clerk),

**Residents:** 3

**THIS MEETING FOLLOWED THE APM (minuted separately)**

**105 Declaration of personal interest** – none recorded.

**106 Minutes** of the meeting held on March 7th, 2017, were confirmed as correct and signed by the Chairman

**AGENDA ITEMS**

**107. Appointments:** Mr M. Flounders & Mrs G. Elsdon were confirmed as Chairman & Vice Chairperson - proposed by AN and seconded by SS.

**108. 2017/18 Audit:** The Clerk explained that Syleham PC was now exempt from full external audit. The figures prepared for submission and required for compliance with the Transparency Code were approved and signed together with the exemption declaration. The internal audit of these figures will take place on May 23<sup>rd</sup>.

**109. 2018/19 Expenditure:** The following were 2017/18 grant funds that needed spending in the new financial year: £1000 to Wingfield PC for VAS sign (only to be released once SCC have paid their share of the grant monies); £400 for refurbishment of the notice board.  
The meeting confirmed the Council's policy on charitable donations. They are only to be made for charitable work specific to Syleham.

**110. Payments:** Cheques for Wingfield PC (with condition stated above) - £1000; Clerk's fees and expenses for Q1 - £182.49 & HMRC Q1 – 49.25 were approved and signed

**OTHER MATTERS**

**111.** Complaints about the muck left on the footpath off Green Lane have been received, requiring attention.

**112.** Guidance notes written by GE have been adopted by Age UK

**113.** The Neighbourhood Watch network reported break ins in Stradbroke and Fressingfield

**The next meeting would be the Parish Council to be held on September 5th, 2018**

Chairman ..... Date .....