

Minutes of Hardingham Parish Council meeting held on 13th May 2019 at 7.00pm at Hardingham Village Memorial Hall

Present: Cllrs Tim Barrett (TB), Richard Burke (RB), Henry Edwards (HE), D George (DG), G Gower (GG) and Virginia Lenihan (VL).

In attendance: H Frary (Clerk), DCs Claussen and Martin and Col John Sharples (for item 1 & 2)

OPEN FORUM – DC Ian Martin introduced himself and gave a report (available with the minutes)

As retiring Chairman, Col John Sharples opened the meeting

1. Recognition of Parish Council members and signature of Declaration of Acceptance of Office
Col John Sharples welcomed Dudley George to the meeting as a newly elected member. All councillors completed their forms and they were retained by the Clerk.

2. Election of Chairman. RB proposed Mr H Edwards, and there were no other nominations. TB seconded the motion and it was unanimously agreed. HE was duly elected and signed his declaration of acceptance of office.

Col Sharples handed over to Mr Edwards and left the meeting at 7.15pm

Election of Vice-Chairman. RB proposed Mr T Barrett, and there were no other nominations. VL seconded the motion and it was unanimously agreed. TB was duly elected and signed his declaration of acceptance of office.

3. To receive any apologies: Jane Strudwick (JSt)

4. To accept any declaration(s) of interests: None

5. To accept and sign the minutes of the Parish Council from 11th March 2019

These had been previously circulated and were agreed

6. Matters arising from the minutes of the last meeting (for information only)

- There was no update regarding the post box following it's relocation and subsequent sealing.

7. To review the Internal Auditors report, Asset Register, Statement of Internal Control and Financial Regulations.

These had been circulated outside the meeting and were agreed. Proposed: RB, seconded: TB

8. To agree the Annual Statement of Governance 2018/19.

These had been circulated outside the meeting and were agreed. Proposed: RB, seconded: TB

9. To agree the Annual Accounting Statement 2018/19.

These had been circulated outside the meeting and were agreed. Proposed: RB, seconded: TB

10. To make other appointments:

- Trustee to the Village Hall – Glen Gower. Proposed: HE, seconded: VL
- Internal Auditor Scrutineer – Dudley George. Proposed: HE, seconded: RB
- Emergency Liaison Officer – Henry Edwards. Proposed: VL, seconded: TB
- Homewatch Co-ordinator – Heather Johnson. Proposed: HE, seconded: RB

11. To agree to the retention of the General Power of Competence for the next four years.

This was agreed. Proposed: GG, seconded: DG

12. Financial Matters

Payments Received

- | | |
|---|-----------|
| • Breckland District Council (Precept) | £1,775.00 |
| <u>Payment of Accounts and precept update</u> | |
| • Clerks Wages (May) | £154.31 |

• Norfolk Pension Fund (April)	£60.12
• Norfolk Pension Fund (May)	£60.12
• Norfolk Pension Fund (June)	£60.12
• Clerks reimbursements (March/April)	£59.98
• Printing of Annual Report	£28.70
• Village Hall Hire (May – AGM / APM)	£34.00
• Zurich Municipal (Insurance)	£206.08
• Information Commissioners Office (Data Protection Registration)	£35.00
• Norfolk ALC subscription	£144.63
• Councillor reimbursements	£66.99
• A Baker (Internal Audit)	£50.00

- Amendment to Clerks standing order to reflect new financial year

It was agreed that the Norfolk ALC subscription should be considered at the July meeting. **Clerk to add to agenda.**

Proposed: VL, seconded: RB

13. To consider the view of the Council about the following planning issues

- Planning Applications:
 - 3PL/2019/0447/HOU: 56 Norwich Road – construction of a two storey extension to existing two storey dwelling. No views or comments Proposed: RB, seconded: VL
 - 3PL/2019/0497/HOU: River Bank House, 1 Low Street – Siting of a lodge within the garden for use as an annex. No views or comments Proposed: RB, seconded: VL
- Any time limited planning issues
 - To note and agree a revised response to Breckland Local Plan modification to MM18 drafted by newly elected D George following his recent appointment and interest in the subject.
 - Planning applications received with no comments submitted: 3PL/2019/0343/HOU: Woodside Cottage, Beeches Lane – removal of existing conservatory and election of two storey rear extension with balcony
 - Planning Notifications: 3PL/2019/0343/HOU: Woodside Cottage, Beeches Lane – removal of existing conservatory and election of two storey rear extension with balcony. APPROVED by Breckland Council

14. To consider if a repeated session of defibrillator training would be of use to the community.

It was agreed not to proceed at this time.

15. Correspondence

- VE Day Celebration information. Shared with the Village Hall Committee
- Email chain of correspondence from a resident regarding the style of agenda and minute writing. The Council discussed this matter and agreed that they are content that the current style of agenda and minute writing is in line with best practice.
- Hackford Road speed lowering petition. The Clerk had circulated an email received from a resident of Hackford Road asking the Parish Council to submit his petition to NCC. HE noted that there were factual errors in the submission. The Clerk explained that the Parish Council do not have the power to submit petitions on his behalf, and suggested to the resident that he follow the procedure within the NCC website.

16. To consider any Highways Issues.

The following issues to be reported:

- Pot holes along Mill Road have been painted white, however no remedial action has been taken.
- The dog bin by the bus shelter is overflowing and in need of emptying
- There is no news of the 'Welcome to Hardingham' sign that is being installed through the Parish Partnership bid.

Clerk to chase the above items

17. Date of Next Meetings: 22 May (APM), 8 July, 9 September and 11 November. All at 7pm at the Village Hall

18. Feedback from Councillors (for information only)

The shelves have been installed in the phone box and the book swap is in operation.

Meeting closed at 8.20pm