

GUNTHORPE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 6th May 2021 by Zoom Video Call after the Annual Parish Meeting

Present: Cllr L Bent (Chairman) Cllrs J Bent, R Broughton, A. Everett, J Hammond, S Poole,
Clerk: K Harris

There were no residents present.

1. Election of Chairman

The 2020 – 21 Chairman asked the councillors if there was someone else who would stand to be Chair. The clerk explained the additional role of the Chair to that of a councillor, Cllr L. Bent agreed to stand as Chair. Proposed Cllr Poole, seconded Cllr Hammond. Voted unanimously.

Cllr L Bent signed the Declaration of Office and held it up to the video screen

2. Election of Vice-Chairman

Cllr R. Broughton was proposed by Cllr Poole and seconded by Cllr Everitt. The vote was unanimous.

3. Welcome and to consider apologies for absence.

Cllr Fishers apologies for issues with technology were accepted. Cllr Kershaw (NNDC) gave his apologies. The County Council elections take place today, so there was no County Councillor present.

4. Declarations of interest and requests for dispensations

There were none.

5. To approve Minutes of the Parish Council Meeting held on 4th February 2021.

The minutes were agreed to be a true record of the meeting.

Proposed Cllr Poole, Seconded Cllr Everitt

6. Matters arising from the minutes (for information only) Not included in the minutes.

There were none.

7. Financial and Governance Matters

7.1 To note the Internal Audit undertaken for the y/e 31.03.21 and approve any actions to be taken.

The Parish Council considered the Internal Audit Report and accepted the findings.

7.2 The Parish Council agreed to sign the Exemption certificate.

Proposed Cllr Broughton. Seconded Cllr Poole

7.3 The Clerk read out the Governance Statement from the AGAR. The Councillors were satisfied all criteria had been put in place apart from the advertising of the Exercise of Electors Rights, which had not been met due to the extension agreed for the completion of the AGAR for 0202/21. Agreed – all councillors unanimously.

7.4 The Parish Council unanimously agreed the accounting statement (AGAR Part 2, pg6). Proposed Cllr Broughton, seconded Cllr Poole.

7.5 The following payments were approved:
 £120.00 – Steve Jackman: website accessibility and clerk’s training
 £40.00 Internal Audit
 Proposed Cllr Broughton, seconded Cllr Poole

The Clerk informed the Council that the Bank Balance at the 1st April was £444.58. The precept of £1,000 has been paid into the account. After the payments above have been made, the balance in the current account is £1,284.58

7.6 The Clerk asked for the discussion regarding the 2021/22 budget be deferred to the next meeting. This was agreed.

7.7 Standing Orders and Financial Regulations, deferred from the previous meeting, were agreed. Proposed Cllr Hammond, Seconded Cllr Broughton.

8. The Clerk recorded the correspondence sent to councillors since the last meeting:
- Q&A regarding the census – for information
 - Planning: Adoption of landscape sensibility documentation
 - Boundary change information
 - NCC 1 million trees information
 - Renewal of dog fouling information
 - Reduce single plastic newsletter
 - Removal of Trees from Bullifer Grove
 - After close of agenda
 - Local Lynx – request for a donation
 - NNDC & North Norfolk Town & Parish Council Forum – date for meeting

A discussion took place about the removal of trees from Bullifer Grove. Cllr J Bent informed them that the National Trust would have needed to inform the Forestry Commission and get a licence to fell the trees. It was agreed that he would draft a letter to be sent to them and circulate this to the Parish Council.

A resident is also preparing a letter to be sent to the National Trust. Cllr Poole will liaise with him.

Cllr L. Bent has received correspondence from a resident who has written an article for the Local Lynx on the matter.

8.1 The Parish Council agreed a donation of £50 for the Citizen’s Advice Bureau having considered the letter from the Norwich Branch that was discussed at the previous meeting. Proposed Cllr L Bent, Seconded Cllr Poole.

9. The following planning applications had been considered:
PF/21/0839 and PF/21/0869
The Parish Council had no comment to make on them.

10.1 The Clerk read out the report from Cllr. Kershaw. He presented statistics demonstrating the number of Norfolk residents vaccinated to date and the appraised the council of the measures the District Council were putting in place regarding Covid to cope with the coming tourist season.

10.2. There were no residents present, but the Council considered the following matters which had been raised in advance:
A suggestion that trees should be planted along the A148: the land referred to belonged to Albanwise, so the Parish Council could not influence that.
A request for more hardstanding next to the Post-box: the land belonged to Highways and the Parish Council would not be insured if they introduced an area of hard standing at that point, so had done as much as they could to help access. The resident would need to contact Highways for more action.

11. The dates for the next meetings are Thursdays: 12th August (Bale Village Hall) and 11th November (Gunthorpe Village Hall).

12. Any Other Business (for information):
Insurance: The Clerk informed the Cllrs that she had requested a full insurance review that had come back that morning. This was the best price for this year.
Cllr L Bent informed the meeting that she had not been able to complete the bank mandate due to not having all the papers. The clerk will check if they have come to her.

There being no other business, the meeting closed at 9.01pm

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Chair

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Date