

Great Dunham Parish Council

Minutes of the Annual Meeting of the Parish Council held on **20th May 2019** in the Village Hall Litcham
Road Great Dunham

Present: Cllr B Upton, Cllr A Wakeling, Cllr G Lawes, Cllr C Rhodes, Mrs H White (Clerk), Cllr M Kiddle-Morris (County and District Councillor)

The Meeting commenced at 8.00 pm

AGENDA

1. Election of Chairman

Cllr Wakeling proposed Cllr Upton, seconded by Cllr Lawes and all agreed.

2. Election of Vice-Chairman

Cllr Upton proposed Cllr Wakeling, seconded by Cllr Lawes and all agreed.

3. Apologies for absence

None

4. Declarations of Acceptance of Office

All councillors signed their forms.

5. Declarations of Interest

As all councillors were returning councillors, these were already on record.
For this meeting, Cllr Upton declared an interest in item 14, planning.

6. Dispensation

None

7. To receive and approve the minutes of the 11th March 2019

Proposed by Cllr Upton, seconded by Cllr Rhodes and all agreed

8. Matters arising from the minutes

None

9. Report from the County Councillor

This was passed out to councillors.

10. Report from the District Councillor

This was passed out to councillors.

11. Public Participation

No public present

12. Annual Review of Policies

- 12.1. Standing Orders**
Agreed
- 12.2. Financial Regulations**
Agreed
- 12.3. Code of Conduct**
Agreed
- 12.4. Risk Assessment**
Agreed
- 12.5. Asset Register**
Needs Tommy Statue adding to it, otherwise agreed

Proposed acceptance of all by Cllr Upton, seconded by Cllr Lawes and all agreed

13. Finances

- 13.1. To receive the report from the internal auditor for 2018-2019**
Proposed acceptance Cllr Upton, seconded Cllr Wakeling and all agreed. Clerk to write letter of thanks to Mrs Cassam

- 13.2. To consider and complete the Annual Return and Statement of Governance**
The statements on the form were read out and filled in. Proposed acceptance Cllr Wakeling, seconded Cllr Lawes and all agreed.

- 13.3. Accounts summary and Financial report from the clerk**
Not much has happened since the year end. Latest bank statement was the beginning of April.

- 13.4. Register for online banking**
The Clerk would like to register for online banking so that she can check the bank balances more regularly and be able to give up-to-date reports at the meetings. Proposed Cllr Wakeling, seconded Cllr Upton and all agreed.

- 13.5. To consider and approve items for payment**

Norfolk ALC £110.14
Mrs H White Exps £20.00
Mrs H White Salary £104.02
HMRC £26.00

Proposed Cllr Lawes, Seconded Cllr Wakeling and all agreed.

14. Planning Application

REFERENCE: 3PL/2019/0431/O

PROPOSAL: Proposed 2no. dwelling & garages with 2 no stable and associated outbuilding (plot 1)

LOCATION: GREAT DUNHAM: Site off North Street Great Dunham

Cllr Upton left the room.

Access is off North Street so very little impact. All voted for. Proposed Cllr Wakeling, seconded Cllr Rhodes and all agreed that the council had no objections.

Cllr Upton re-joined the meeting.

15.Highways

The hedge at the New Rectory is overgrown and is drifting into the road. It is causing cars and trucks to go further into the middle of the road to avoid it. Clerk to write and ask for it to be trimmed back.

16.Defibrillator

Clerk had done some research which was handed out, but had learnt latterly that grants were available to fund some of the purchase price. Cllr Kiddle-Morris confirmed that Breckland would probably have some sort of fund available. Clerk to undertake further investigations.

17.Correspondence

Nothing of significance

18.Date and times of meetings through the year

Change to Tuesdays