

MINUTES

Annual Parish Council Meeting held at 7.00pm on Wednesday 10th May 2023 at Foulden Village Hall.

Present: Richard Cooper, Joseph Green, Stephen Parker, Billy Pye, and Bee Parnham from item 6.

In attendance: Clerk Judith Lawson; eight members of the public; seven from item 6.

The newly-elected councillors signed the Declaration of Acceptance of Office.

1	<p>To elect a Chairman</p> <p>It was proposed that Cllr Parker be elected Chairman. All in favour. AGREED. Cllr Parker signed the Declaration of Acceptance of Office</p>
2	<p>To elect a Vice Chair</p> <p>It was proposed that Cllr Green be elected as Vice Chair. All in favour. AGREED.</p>
3	<p>To receive apologies (LGA1972, s85(1)(2))</p> <p>None. Informal apologies received from District Councillor Ian Sherwood.</p>
4	<p>To receive declarations of interest in any items to be discussed and grant any dispensation requests</p> <p>None.</p>
5	<p>Public Participation</p> <p>None.</p>
6	<p>To co-opt up to three councillors</p> <p>Following the election, three councillor vacancies remained. Ms B Parnham expressed interest. It was proposed that Ms Parnham be co-opted as a councillor. All in favour. AGREED. Ms Parnham signed the Declaration of Acceptance of Office and joined the council. Cllr Parker took the opportunity to thank formally former councillor Simon McMahon for his service and contribution to the council. Cllr Parker welcomed Cllr Parnham to the council.</p> <p>It was suggested that the remaining two vacancies be notified to residents via Foulden Tweets.</p>
7	<p>To receive communications as the person presiding wishes to lay before the Council</p> <p>The Foulden Parochial Charities had requested that the parish council perform its duty in appointing three trustees to serve a term of four years: Carole Baldes, Luc D'lorio, Robin Mears. The parish council AGREED to so appoint.</p>
8	<p>To receive reports for information only</p> <p>Breckland District Council</p> <p>The newly-elected councillor, Ian Sherwood, had sent apologies for being unable to attend, and asked that if there were any issues, the council let him know.</p> <p>Parish Council Clerk</p> <p>Clerk confirmed that complaint re bird scarer noise had been followed up. Response awaited.</p> <p>A resident had noted that an area on the recreation ground appeared not to have been cut. It was confirmed that this was intentional, as part of a 'No Mow May' initiative.</p>

	<p>SAM2 Cllr Parker observed that the SAM2 unit appeared to be having a positive effect, with just one very high speed recorded. The new location on Tallon End was agreed to be an improvement. Councillors confirmed that they were happy with the current rota of locations, and thanked the resident for continuing to be responsible for the unit.</p>
9	<p>To approve minutes of the Ordinary meeting held on 23 March 2023 AGREED.</p>
10	<p>To consider and approve insurance policy 1 June 2023 – 31 May 2024 Clerk informed the meeting that the current provider was exiting the market, and the company taking over the portfolio had declined to issue a quote. Clerk had therefore contacted further insurance companies. It was noted that it would be necessary to insure separately the village hall via the newly-registered charity, but that it may be possible to combine the policies with a single insurer to reduce overall cost. It was noted that the quote already received was significantly higher than the previous premium; one reason was that there had previously been a three-year lock-in deal. It was confirmed that the clerk should continue to obtain further quotes, and it was AGREED that the lowest quote for the parish council be accepted, providing that the overall cost to include the village hall were minimised.</p>
11	<p>Planning Applications None.</p>
12	<p>Finance: agree financial statements and bank reconciliation The clerk presented a suggested new format for the financial statements incorporating the bank reconciliation, which would be suitable for including on the new website for residents' information. Councillors agreed that the new format should continue. The financial statements and bank reconciliation were AGREED.</p>
13	<p>To receive and accept Internal Auditor Report 2022/23 Not yet available.</p>
14	<p>To receive and approve AGAR Governance Statement 2022/23 AGREED.</p>
15	<p>To receive and approve AGAR Accounting Statement 2022/23 AGREED.</p>
16	<p>To review and re-adopt Standing Orders Clerk confirmed no changes had been made. Re-adoption was AGREED.</p>
17	<p>To review and re-adopt Financial Regulations Clerk confirmed no changes had been made, with the exception of the increase in contract value threshold requiring use of Contract Finder. Re-adoption was AGREED.</p>
18	<p>To review and re-adopt Financial Risk Assessment Clerk confirmed one change in wording to reflect the use of BACS payments rather than cheques. With this change, it was AGREED to re-adopt the FRA.</p>
19	<p>To review and decide upon dates and frequency of parish council meetings 2023/27 Clerk noted that parish councils are required to hold at least one annual meeting and three ordinary meetings per calendar year; FPC currently holds one plus five. It was noted that with the village hall now a separate entity, there ought to be a reduced need for meetings. It was AGREED to reduce number of meetings to one annual plus three; annual meeting in May, ordinary meetings in September, December and March. It was further decided to change the day of the meetings to a Wednesday. Specific dates to be confirmed depending on councillor availability long-term.</p>

20	<p>Further Public Participation</p> <p>A resident asked for clarification on the ownership of the village hall and responsibility for insurance. Clerk confirmed that the village hall building was owned by the village hall charity, but the parish council was legally the Custodian Trustee holding the ownership in trust on behalf of the charity.</p> <p>A resident asked about the parish council’s future plans. Cllr Parnham expressed the wish to provide more for younger people in the village, which should naturally then provide more for parents and grandparents.</p> <p>It was confirmed that a residents’ meeting to discuss the offer from the owner of the White Hart should take place as soon as possible.</p> <p>Residents noted that restoration and alteration of the church as a community asset was felt to be a priority, to include a garden of reflection in the unconsecrated area of the burial ground. An offer from After the Antique, a local company, to provide stone benches was made and gratefully accepted.</p> <p>A resident queried progress on the village white gates; clerk confirmed that NCC Highways was in charge. It was hoped that welcome signs could be attached – to be confirmed with Highways. To be on next agenda.</p>
21	<p>Date of next meeting</p> <p>A Wednesday in September, to be confirmed.</p>

Meeting closed at 8.05pm.

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Chairman

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Date