



2024/06

MINUTES of the ANNUAL PARISH COUNCIL MEETING held on Thursday 16 May 2024 at 19.46

Those Present: Karl Jagger, David Reason, Jon Smith (Chairman), & Steve Vickers
Keith Leesmith (Clerk), PC Jonathan Kentfield, (Wells Beat Manager), + one member of the public.

- 1) **Election of Chairman** – Jon Smith elected – Declaration of Acceptance of Office Signed
- 2) **Dates of meetings for the coming year**
Agreed as follows: 18.07.24 – 19.09.24 – 21.11.24 - 16.01.25 – 20.03.25 – 15.05.25.
- 3) **Apologies** – Kirsty Vaughan-Jones, Michael Dalby (NCC)
- 4) **Declarations of Interest** – None
- 5) **Minutes of the Meeting held on 21 March 2024** – Agreed and signed

6) **Reports**

Police

During the last year Warham had four police investigations. Two of these were safeguarding issues, one for a child and one for a vulnerable adult. The other two were a case of malicious communication, and one of harassment. JK therefore concluded that with regard to crimes, Warham was a good place to live. He mentioned the SNAP meetings which are held every three months to determine the police priorities for the next period. With regard to speeding, this was a problem that most villages had. If there were a specific time that could be identified when this was a problem, then a police radar gun could be used. But JK believed that of all the measures tried in various places the cheapest and most effective was roundels painted on the road surface.

Norfolk County Council

Michael Dalby had previously circulated a report which is appended to these minutes and appears on the website.

North Norfolk District Council

Sarah Butikofer had sent a report just before the meeting. This is appended to these minutes and appears on the website.

Parish Clerk

KL had previously circulated a report to Councillors which is appended to these minutes and appears on the website. In addition, he mentioned an email received that day from NCC enquiring about grit bins. They believed that there were two bins in the village, but this was assumed to be a duplication. There is only one bin, on the corner of Park Road and this is currently broken. As we believe that this was hit by a vehicle in conjunction with the new development, there did not seem to be any point in replacing it until the work was finished. JS said that the reading Room was prepared to match our £100 donation for a memorial to Alfie Williamson and it was hoped that the pub would also contribute, making a suitable sum.

New Affordable Homes Development

With regard to the new playground JS had been unable to gain any interest in getting people to join a subcommittee. He did however have several suggestions for pieces of equipment that children might like. In view of the size of the area, it was thought that if wet-pour safety surfacing were used the cost of the new area was likely to be close to £100k. We would need to have an idea of what equipment was wanted by the next meeting, in order to leave time to apply for the necessary grants. It was suggested that we might invite the representative of Komplan (the company whose equipment we were looking at) to the next meeting. On the other hand, it was pointed out, that on a project of this size we ought to get three quotations.

7) To discuss any planning matters to hand

There were no new applications.

8) To agree the annual audit governance statement for the year 2023/2024

It was agreed that we could answer positively to all the questions in the Annual Governance Statement, and this was signed off.

9) To agree accounts for 2023/2024 and sign off audit statement

It was agreed that the accounts could be signed off for the year. Also, the *Certificate of Exemption* as we continue to have a turnover (well) under £25,000. These were signed off by the Chairman and Clerk.

10) Financial Report and accounts for settlement

A bank reconciliation had been prepared and circulated and was agreed.

The following accounts have been paid since the last meeting:

Bank Charges	18.00
Burnham Market Area Car Scheme – Donation	100.00
Streetlights March	17.33
NALC membership	113.74
NALC website	70.00
Internal Auditor	40.00

11) Minor Matters

Following a telephone conversation KL had received an email from a local resident who wished to remain anonymous. She was concerned at the height of the hedge on the southern side of the end of Park Road. This made it difficult to see vehicles coming up Chapel Street if you were in a low car. It was agreed that we would try to find out who the grounds' contractors were and ask them to cut the hedge a bit lower. She was also concerned at the state of some of the front gardens in Park Road. After due consideration it was decided that this was outside the scope of the Parish Council.

12) To confirm the date of the next meeting

Confirmed as Thursday 18 July 2024 at 1930.

The meeting closed at 2035