



## **GELDESTON PARISH COUNCIL**

### **Annual Meeting of the Parish Council Minutes**

**4<sup>th</sup> May 2021, Virtual Meeting 7.00 PM**

Parish Councillors present: I. Ansell (chairman), J. Ashfield, J. Crowfoot, J. Hayward, L. Keep, L. Rowntree and D. Shave.

#### **1. To appoint a Chairman**

- a. To agree to appoint a chairman – Cllr Ansell was appointed as Chairman again this year. (Prop: JA; Sec: LK) all in agreement.
- b. Chairman to sign the declaration of office for chairman, signed and shown virtually.

#### **2. To appoint a Vice-chair person** – Cllr Keep was re-appointed again as Vice-Chair. (Prop: JC; Sec: LR) all in agreement.

#### **3. Chairman's Welcome**

- c. To receive apologies for absence – All Councillors were present.
- d. To receive declarations of interest other than those registered with South Norfolk District Council. – Cllrs LR and LK have an interest in 7f
- e. To record the number of members of the public present. 3 members of the public and 2 District Councillors attended.

#### **4. Minutes of last meeting**

The minutes of 10<sup>th</sup> March 2021 were agreed as being an accurate record, (Prop: LR; Sec: LK) all in agreement.

#### **5. Matters arising from last meeting, report and action points**

- f. (January 4b) Cllr Ansell to source the material for the shelves for the street library – Cllr JH has sourced some shelves, which has come out of a shop in Beccles. Cllr IA will weatherproof them and put in the bus shelter with a Perspex door.

- g. (January 4g) Cllr Ansell to provide an update on the Barclays Mandate – ongoing.
  - h. (January 4h) Clerk to write to Mandy's Pickles thanking her for her contribution with free school meals - completed
  - i. Clerk to obtain a Raffle License – completed.
6. **Chairperson's report:** This is likely to be the last virtual meeting. The Government Roadmap is allowing face to face meetings from 21<sup>st</sup> June 2021

## 7. New issues

- j. Reports from the County Councillors. SALC held their annual meeting last week. There is concerns of litter in some of the parishes. SNC is supporting litter picks.
- k. **The meeting will be adjourned for public participation (maximum 10 minutes) for items to be discussed on the Agenda only – No issues raised.**
- l. To approve the accounts for 20/21, and due to the fact that we are under £25,000, to approve that will be Exempt for PKF Littlejohn again this year. A copy of the accounts was sent to all the Councillors prior to the meeting. This was approved, (Prop: LK; Sec:JA) all in agreement.
- m. To note the renewal for Clinks Care Farm grass cutting – This has increased by 3%, as it is every year. (Prop: IA; Sec: JA) all agreed, please contact them and get them to cut down the Alexanders.
- n. To receive an update on the Street Library – This has already been discussed. Street Library to start as soon as it is safe to share the books.
- o. To discuss the repair of the Church Driveway – It was noted that there was a decision last year to donate £350. This is still approved.
- p. To discuss the Let's Play 21 project – hedge and trees to be cut back in Autumn, quotes to be obtained for this work. Red Maple will be starting the groundwork on 28<sup>th</sup> May 2021. Although it was noted that we do not yet have the legal ownership. But the groundwork will be needed, whatever the resolution. There is no planning permission needed for the new play equipment. There was a show of hands to show whether we should go ahead without the legal ownership. 2 Cllrs + IA would prefer to wait for the land to be registered to GPC. 1 Cllr not totally comfortable on making a decision. It was agreed that we will be able to order the equipment for Phase 1 as soon as the legal documents are signed. EG would like some funds available to help with the events. It is not fair for the residents or Councillors to pay up front for anything. IA stated that if the events are fundraising the Let's Play 21, then GPC will provide the funding, up to £300 maximum, (Prop: IA; Sec: JC) all in agreement. There was agreed to put it on the outside edge of the bus shelter.
- q. To note the update of the asset register – **Action Clerk** to send to the Councillors to check.

- r. To note the timescales for the internal audit. – These will be collected on Monday next week.
- s. To receive an update on the transfer of land and agree any action – ongoing.
- t. To note that the Parish Council has the General Power of Competence again this year. – Noted.
- u. To receive an update on the floods – Tim Morton is having meetings with Environment and Bam Nuttall. BA will be dredging the ditches and will hopefully get this completed by the Summer.
- v. To receive an update on face-to-face meetings – There is concern over face-to-face meetings and whether the Village Hall will be ready. There is a need to ventilate and fog between meetings. Although it was noted that the fog machine does not do much in preventing the spread of the virus. Consider Lateral Flow tests from the NHS. Ask the Village Hall Management Committee to purchase a drum ventilator, approx. £200.
- w. Issues from Councillors (for information only) LR would like to know the protocol for Councillors sending and receiving emails. She has noted that she has received some. There was an agreement that if the Councillors would like to send to all the Council, send the email to the Clerk to distribute. JH noted that Let's Play 21 colour dash would be a great idea and a great way to fund raise.
- x. Clerk's report (for information only) - Note Clerks Annual Leave from 25<sup>th</sup> May to 6<sup>th</sup> June 2021

## 8. Finance

To approve invoices for payment

Robert and son	Printing for flyers	30
IDB	Annual Charges	20.5
Tina Page	Mileage and mileage expenses	93.5

<b>144</b>
------------

Payments of £144.00 were approved (Prop: IA; Sec: JA) all in agreement. The insurance this year has gone up, as we have not got the 3 year discounted benefit, There was an agreement that the Clerk should have delegated authority to source parish insurance from two different companies and approve payment for one. Throughout this process the Councillors will be informed.

To note Bank balances to 14<sup>th</sup> April 2021

Community Account £1,530.49

Business Premium £ 40,398.41

*of which Let's Play = £22,680.98*

To receive an update on the budget summary – we will have 100% budget in general reserves.

To note the approval of the bank reconciliations. All approved for 2020-2021.

## **9. Updates from village committees & groups**

y. Village Hall Management Trustees – there is a risk assessment drawn up for the opening and using the village hall. The ventilation drum has been noted.

z. GREEN project – all doing good.

aa. Conservation Area

## **10. Planning applications and other planning matters**

South Norfolk District Council.

Broads Authority

**11. Correspondence:** To note correspondence sent and received.

**Meeting closed 8:20pm**

**Date of next parish meeting: 14<sup>th</sup> July 7.30pm in the Village Hall**