

MINUTES OF THE ANNUAL GENERAL MEETING OF SCOULTON PARISH COUNCIL HELD ON 25th MAY 2015 AT 8.30 PM IN THE VILLAGE HALL

Present: Cllrs Mark Brown, Andrew Shingfield, Colin Spinks, Al Middleton, Zena Rowland and Nigel Webster.

In attendance: Heidi Frary (Clerk) and DC Rogers

1. **Election of Chairman:** Zena Rowland proposed Colin Spinks this was seconded by Mark Brown. Colin Spinks was duly elected.
2. **Apologies** were received from CC Jordan and Cllr Roy Potton
3. **Election of Vice Chairman:** Colin Spinks proposed Zena Rowland and this was seconded by Mark Brown. Zena Rowland was duly elected.
4. **To appoint Village Hall Representative:** Roy Potton to be asked to continue in this role. Proposed by Colin Spinks, seconded by Nigel Webster
5. **To appoint Wayland Partnership Representative:** It was decided Mark Brown would attend where possible. Proposed: Al Middleton, seconded: Colin Spinks
6. **OPEN FORUM**
None
7. **Apologies** were received from CC Jordan and Cllr Roy Potton
8. **Register of interests** – to declare personal or prejudicial interests in items on the agenda – None.
9. **Minutes** of the meetings held in March 2015 had been circulated and were **approved**. Proposed: Andrew Shingfield, seconded: Colin Spinks.
10. **Matters arising.**
 - 9th March
 Item 8 – The bus shelter has been painted. Thanks to ZR for organising this.
 - Item 9 – the offlets along Woodrising Road and B1108 still need clearing. **Clerk to report**
 - Item 10 – Queens Birthday - there has been no further contact from the interested resident.
 - 21 March
 Item 3 – The clerk has received confirmation from Highways for the receipt of our portion of payment for the bus hard standing.
11. **Correspondence:**
 - Email from resident requesting a dog bin in the Parish. The Council considered the request for a dog bin but it was decided not to proceed. The Clerk to add a reminder to Scoulton News and source a semi-permanent sign. **Clerk to action**. It was suggested that signs reminding people to slow when entering the village could be useful. **AM to research for the next meeting.**
 - Crime figures for April. One antisocial behaviour on or near the parking area. NW reported that gates are being fitted on the Village Hall entrance.
 - NCC –Minerals site specifics allocation. Retained by the Clerk
 - NALC – Parish Paths Seminar. Retained by the Clerk
12. **Planning:**
 - None.
13. **Finance:**
Accounts Summary for year ending 31 March 2016 was distributed before the meeting and discussed.

Agreement of Accounting Statement and Annual Statement of Governance 2015/16

The Clerk led the Councillors through the document, it was agreed and signed: Proposed AM, seconded MB

To consider making a donation to Scoulton Church for maintenance

The cost is not known, so whilst the Council support the project cannot make an informed decision as to whether they can make a donation. **Clerk to contact Reverend Reed for information and add to next agenda.**

To approve Payments due

• Norfolk ALC Subscription	chq 655	£94.52
• Clerks Reimbursements	chq 565	£53.49
• Councillor Reimbursement for wood stain	chq 657	£10.00
• Came & Company Insurance	chq 658	£273.75
• Scoulton Village Hall (Hall Hire)	chq 659	£20.00
• Jo Rayner (Internal Audit)	chq 660	£50.00

The Clerk distributed a precept update and the payments were agreed and signed: Proposed MB, seconded AS

14. Review and Confirm arrangements for the management of risk, asset register and financial regulations

The documents to remain the same as last year. Proposed: ZR, seconded: AM

15. Highways

The layby along Ellingham Road needs cleaning. **Clerk to report to Highways**

16. War Memorial Update

The Clerk reported that she has been attempting to obtain quotes for levelling the memorial, but is struggling to find two companies to quote. She has contacted the Diocese and War Memorial Trust for assistance and has been told that if she contacts every conservation accredited professional advisor and building surveyor within Norfolk and the surrounding Counties, lists them and then informs the War Memorial Trust they will consider authorising the grant of just over £200 with only one quote. It was agreed that the Clerk will try to obtain some quotes and reapply, but if not successful the Council will consider proceeding without the grant. **To be added to the next agenda.**

17. Future Business

None

18. Dates of future meetings:

6th July, 14th September and 9th November 2016 at 8.10pm Scoulton Village Hall

Meeting closed at 9.24pm