



# Barsham Parish Council

## Meeting Minutes

Monday 20 March 2023, 7.30pm

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Parish Councillors present: Andrew Ross (Chairman), Grace Howlett, James Goodley, Tom FitzPatrick (District Councillor).

Also in attendance: Jodie Bond (Parish Clerk). There were no members of the public present.

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**1. To elect a chairperson for the coming year**

The Clerk invited nominations for the office of Chairman. Cllr Ross was nominated by councillor's present. With no further nominations it was agreed to elect Cllr Ross to serve as Chairman for the coming twelve months. Proposed by Cllr Howlett and seconded by Cllr Goodley. Cllr Ross thanked councillors and signed his declaration of acceptance. Cllr Ross took the remainder of the meeting as Chairman.

**2. To elect a vice chairperson for the coming year**

The Chairman invited nominations for Vice-Chairman. Cllr Laws was nominated by Cllr Howlett and seconded by Cllr Ross. With no further nominations, all agreed to elect Cllr Laws to serve as Vice-Chairman for the coming twelve months.

**3. To welcome and receive apologies for absence**

The Chairman opened the meeting and welcomed those present.

Apologies were received from Robert Fletcher and Stuart Laws. Apologies accepted.

**4. To receive declarations of interest in items on the agenda and consider any requests for dispensations**

There were none.

**5. To approve the minutes of meeting held on 20 March 2023**

The minutes were approved without amendment and signed by the Chairman as a correct record.

**6. To report progress on items not on the agenda from the last meeting**

Clerk had reported the broken drain/manhole to Highways which has not yet been repaired. Cllr FitzPatrick agreed to mention this to Cllr Dalby.

**7. To receive reports from NCC & NNDC Councillors, if in attendance**

NCC Cllr Michael Dalby

The County Council report can be found on our website [www.barshampc.info](http://www.barshampc.info), if available.

NNDC Cllr Tom FitzPatrick

Cllr Ross congratulated Cllr FitzPatrick for being re-elected at the local elections.

Cllr FitzPatrick explained that councillors will settle on which panels and boards they will sit on. This will be decided at their AGM. Cllr Howlett was disappointed that election results were not in the local paper this year.

**8. Open forum for Public Participation: an opportunity to hear from members of the public**

There were none.

## **9. Open spaces**

### 9.1 SAM2 Report

The following report was received from Walsingham Parish Council on 17<sup>th</sup> April 2023.

For Project: Barsham Hill Jan 2023

Traffic Report From 31/12/2022 09:20:00 through 31/01/2023 08:20:00

85th Percentile Speed = 51.3 mph

Max Speed = 90.0 mph on 02/01/2023 11:50:00

Total Vehicles = 13,807 counts

85th Percentile Speed: 51.3 mph

Average Speed: 33.9 mph

#### 9.1.1 Discuss plans for fund raising to purchase a new SAM2

Cllr Ross reported that he had been in discussion with the Manor House. Unfortunately, they are unable to accommodate our request to hold a coffee morning within their grounds due to ongoing works they are undertaking, but they did mention that they may be able to make a financial contribution instead. We await a further update. The Village Hall Committee has kindly agreed to donate up to £1000 towards a new SAM2. Thanks, given.

### 9.2 Receive defibrillator update

East Barsham Parochial Church Council has kindly donated £250 to the Parish Council towards the cost of a new defibrillator. Cllr Goodley has spoken to a local parishioner who has pledged to donate up to £2000 towards a new defibrillator. Thanks, given.

## **10. Planning Matters**

### 10.1 To receive results of applications

There were none.

### 10.2 To receive and consider new applications

There were none.

## **11. Financial Matters**

### 11.1 Note the Internal Audit Report

Di Dann carried out the internal audit. In her report she commented all matters were in good order, however she has made some minor advisory notes. It was agreed that these notes will be implemented by the Clerk.

### 11.2 To approve the Certificate of exemption

The Clerk read out the total annual payments and receipts. The Council then RESOLVED to approve the Certificate of Exemption. The Chairman and the Clerk signed the Certificate of Exemption on behalf of the Council.

### 11.3 To approve the Annual Governance Statement in the 2022-23 Annual Governance Annual Return (AGAR)

The Clerk read out the statements in the Annual Governance section of the Annual Return requiring councillors to respond to each statement. The Council RESOLVED to approve the Annual Governance Statement.

DRAFT until agreed at next meeting

11.4 To approve the Statement of Accounts in the 2022-23 AGAR

The Clerk read out the figures in the Accounting Statement. The Council RESOLVED to approve the Statement of Accounts. The Chairman and the Clerk signed the AGAR on behalf of the Council.

11.5 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and the payments list (below)

Payments

Clerk	Salary (Apr-May)	£242.00
Hempton PC	Clerks Expenses	£22.96
BHIB Ltd	Insurance (Yr 2 of 3)	£348.03
NPTS	Annual Subscription	£55.00
Barry & Shaun	Grass Cutting	£72.00

Receipts

Barsham PCC	Donation towards Defib	£250.00
NNDC	Precept (1 <sup>st</sup> Instalment)	£1603.00

11.6 To approve the renewal of the insurance policy

The Council RESOLVED to approve year 2 of 3 insurance renewal with BHIB Ltd. Clerk to action.

**12. To receive and consider Correspondence**

There was none.

**13. To agree to adopt the General Power of Competence**

Following consideration, the Council RESOLVED to ADOPT the General Power of Competence following the local election, as Clerk is CiLCA qualified.

**14. Receive items for next agenda and note the date of the next meeting**

The next Parish Council meeting will be held on Monday 17 July 2023.

The Chairman thanked everyone for attending and closed the meeting at 8.29pm.

Signed by Chairman: ..... Date: .....