



Barsham Parish Council

Annual Parish Council Meeting Minutes

Monday 16 May 2022, 7.30pm

Parish Councillors present: Andrew Ross (Chairman), Grace Howlett, Frank Chapman, Robert Fletcher, James Goodley, Tom FitzPatrick (District Councillor) and Michael Dalby (County Councillor). Also in attendance: Jodie Bond (Parish Clerk). There were no members of the public present.

1. To elect a chairperson for the coming year

The Clerk invited nominations for the office of Chairman. Cllr Ross was nominated by councillors' present. With no further nominations it was agreed to elect Cllr Ross to serve as Chairman for the coming twelve months. Proposed by Cllr Fletcher and seconded by Cllr Chapman. 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

Cllr Ross invited nominations for Vice-Chairman. Cllr Laws was nominated by Cllr Ross and seconded by Cllr Chapman. 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 Stuart Laws and Laurence Elliot. 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 21 March 2022

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

6. To fill a parish councillor vacancy by co-option

AGREED to postpone until next meeting due to Mr Elliot's absence.

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

The new play area sign has been sent to the play area inspector for approval.

8. To hear from Fr Philip Moger from the Slipper Chapel, if attending

Not in attendance.

9. NCC & NNDC Councillors, if in attendance

NCC Cllr Michael Dalby

A report can be found on our website www.barshampc.info

In addition to this the issues with speeding through East Barsham and Houghton St Giles were raised. The Parish Council would like to see the speed limits reduced from 50mph to 40mph, and 40mph to 30mph. The Clerk explained that there are willing volunteers to form a Speed Watch Group, however they are not permitted to capture speed in speed limit zones over 40mph, so are unable to capture data because we cannot collect it from the most affected area.

The Parish Council would like to see the speed limit reduced from 40mph to 30mph in Houghton St Giles. It was also requested that a crossroad warning sign is installed for the junction with Lime Kiln Road and Water Lane, as it is extremely dangerous for hall users to exit this junction.

Lastly, Cllr Goodley has again requested an arboriculturalists' help with the marked trees on Fakenham Road, East Barsham, which are dangerous. Cllr Goodley would arrange for them to be cut down and replant but he would like help with traffic protection/control whilst the work is in progress.

Cllr Dalby will follow up these issues on our behalf. He will also forward his additional report to be published on our website. Thanks, given.

NNDC Cllr Tom FitzPatrick

An energy rebate of £150 will be sent to every household that pays full council tax. 80% of households have received this already.

NNDC have applied for a levelling up fund and have applied for sports facilities funding. The plans for funding will include a 25m swimming pool in Fakenham. All agreed this would be great news.

The Greenbuild exhibition is coming to Fakenham this year, the live event will be held on 10th September and include topics such as composting, recycling, energy efficiency tips for homes. More info to follow.

A dangerous derelict property on Norwich Street in Fakenham has had work started on it by the Council which will be billed to the property owner.

Fostering Ukrainian families - full details on the NNDC website.

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

There were none.

11. Open spaces

11.1 SAM2 report

There has been no data received from Walsingham PC.

11.2 Consider highways issues to be reported

The large pothole outside the pub and the one on Green Way near The Red house have now been filled.

Cllr Fletcher reported again the footpath along the ford at Buck Lane is 10 times worse than it was when we reported it in the past. It is completely impassable. Clerk to report to Highways again and copy Cllr Dalby in.

Clerk to also establish why the section of Road in East Barsham was resurfaced?

11.3 Jubilee Celebrations update

There have been some offers of help and it is estimated that there will be 25 plus attendees at the date of this meeting.

Cllr Howlett proposed that commemorative coins are purchased from the Royal Mint for all children in the Parish. All AGREED. Cllr Howlett to purchase 35 coins.

Cllr Howlett also advised that Mrs Soames has kindly offered to sponsor a commemorative tree to be planted. Councillors will consider where it will be planted and notify Mrs Soames. Thanks, given. Cllr Ross agreed to put up an A-board sign on the crossroads junction sign posting the event. Thanks, given.

12. Planning Matters

12.1 To receive results of applications

PF/22/0669 | 1 Field Barn Cottages, Wells Road, West Barsham, Fakenham, Norfolk, NR21 9NU

Two storey rear extension to dwelling

PC Comment - NEUTRAL | NNDC decision - PENDING

12.2 To receive and consider new applications

There were none.

13. Financial Matters

13.1 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.

13.2 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.

13.3 To approve the Annual Governance Statement in the 2021-22 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.

13.4 To approve the Statement of Accounts in the 2021-22 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.

13.5 To approve the bank reconciliation and payment of accounts list

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

Payment to	Description	Ref	Amount (£)
Clerk	Salary (Apr-May)	Online	250.96
Hempton Parish Council	Clerk mobile, laptop & stationery contribution	Online	17.91
Clerk	Website Hosting & Domain	Online	106.06
Barry & Shaun	Grass Cutting	Online	70.00
NARS	Donation	Online	50.00
BHIB Ltd	Insurance yr 1 of 3	Online	312.02
	Total		£806.95
Receipt from	Description	Ref	Amount (£)
NNDC	Precept 1 st Instalment	DC	1425.00
	Total		£1425.00

13.6 To approve the renewal of the insurance policy

Following consideration of the renewal quotations received the Council RESOLVED to renew the insurance with BHIB Ltd for £312.02 per year and commit to a 3 year long term undertaking. Clerk to action.

14. To receive and consider Correspondence

NARS donation request letter – Council RESOLVED to make a donation of £50. Clerk to action.

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

The next Parish Council meeting will be held on Monday 18 July .

The Chairman closed the meeting at 8.27pm.

Signed by Chairman: Date: