

SOUTHERY PARISH COUNCIL
Minutes of the Ordinary Meeting of the Parish Council
Held on Wednesday 10th May 2023 at 7pm
In the Southery Village Hall

63/23 Election of Chairperson and Vice Chairperson – Chairperson to sign the Declaration of Acceptance of Office for Chairperson.

Cllr S Welch proposed that Cllr A Young be nominated as Chairperson, this was seconded by Cllr Whitehead and agreed to by all. Prior to the meeting Cllr Young had confirmed she was willing to continue as Chairperson if nominated.

Cllr S Welch proposed that Cllr A Osler be nominated as Vice Chairperson, this was seconded by Cllr R Whitehead and agreed to by all. Prior to the meeting Cllr A Osler had confirmed she was willing to continue as Vice Chairperson if nominated.

64/23 To record the names of those present

Cllr S Welch
Cllr R Whitehead
Cllr J Osler
Cllr C Copsey
Cllr D Smith

3 members of the public.

In the absence of the newly elected Chairperson and Vice Chairperson it was **resolved** that Cllr Whitehead would chair the meeting.

It was **resolved** to co-opt D Smith as Councillor to the Parish Council.

65/23 To consider and approve apologies for absence

It was **resolved** to accept apologies from Cllr A Osler, Cllr A Young and Cllr C Edwards.

66/23 To receive Declarations of Interest on Agenda Items and Dispensation Requests

Cllrs present duly completed the forms. There were no declarations for items on the agenda.

67/23 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 12 April 2023

It was **resolved** to approve the minutes as a true and accurate record of the meeting and they were duly signed by the Chair of the meeting. (All in favour).

68/23 Matters Arising (Clerks Report)

Grounds maintenance

It was noted that all grounds maintenance in the village looks in such a mess. Clerk explained how complaints with picture evidence had been sent to the contractors. It was **resolved** the Clerk would try to arrange an appoint with CGM to see where to go from here. Clerk to find out if another company will come and cut in the mean time and if this is possible the Clerk would work with Chair and Vice Chair to make arrangements with another company, before the next meeting.

Clerk to get quotes to leave CGM as soon as possible anyway.

Brambles at cemetery

After discussion regarding options it was agreed the handyman would be asked to cut these back regularly.

Liz Truss MP invitation

L Truss MP noted that she is not able to attend at this time but the Parish Council is welcome to raise any issue with her.

Village voice

The members received an update on the distribution of the village voice magazine.

Coronation grant

The Parish Council received the full £200 grant.

Southery Graveyard

The Parish Council received advice from Norfolkalc regarding the way forward for the grave yard located next to the cemetery. It was agreed the Clerk would arrange a meeting with the local vicar to discuss a way forward, in light of the advice received.

SWISH fair

The funfair will now only attend on 8th July.

G K Academy

A tournament has been arranged for 30th July. An update was also given regarding other repairs.

69/23 To receive an update from County or Borough Councillors

No Councillors present.

70/23 To Note Any Councillors Concerns or items for next meeting and note forward work programme.

Cllr Welch on behalf of Cllr Edwards noted that the Clerk had not responded to an email of 13th Feb regarding football matters and asked that this is followed up.

Cllr Welch on behalf of Cllr Edwards requested bin bags.

It was agreed another company would be asked to do the spraying around the village with the agreement of the Chair and Vice Chair.

Cllr Olser noted that the village beacon was not lit for the coronation at the King's request. The litter picking volunteering on the Monday of the coronation weekend went well and a lot of litter was collected.

The members discussed way to discourage litter dropping and encouraging people to dispose of their litter in the right way. It was agreed that 'Please take your litter home signs' would be helpful around the village.

It was agreed the Clerk should seek details of a solicitor to review documents presented by NCC regarding the Section 38 agreement to transfer the Orchard Way lights to the Parish Councils ownership. Cllr Whitehead noted that he, and Cllr Copsey gave out Coronation coins to the children at the school and had a lovely time. He noted that the school children were all happy and the school was looked after well.

71/23 To approve any Handyman work

Cemetery brambles
Spraying Hall Close to Mill Lane
Dog bin empty
Cemetery water tank check
SAM 2 batteries charged and moved.

72/23 To consider actions regarding the stiles leading from the ally through to Ringmore Road

It was **resolved** the handyman would be asked to fix this.

73/23 To consider permission for usage of the playing field - 26th May and 21st June

It was resolved to give permission for both occasions.

74/23 Parish Council Management

- a. To Note Annual Review of Declaration of Interest (Pecuniary and Non-Pecuniary)
Councillors present filled in the their declarations of interest.
- b. To Review and Approve Meeting Dates: Second Wednesday each month except August and January up until May 2024
- c. To Approve Revised Standing Orders
- d. To Approve Revised Financial Regulations
- e. To Approve Assets Register YE 31.03.23
- f. To Approve Insurance Renewal 2023/24
- g. To Approve Statement of Accounts 2021/22 - Bank Reconciliation YE 31.03.23
- h. To Approve Annual Governance and Accountability Return 2022/23
- i. To approve items to be paid by Direct Debit and Standing Order
In the absence of both the Chair and Vice Chair it was **resolved** to consider item 74/23 as the next meeting.

75/23 To Discuss and Consider Approval of Members Allowances 2023/24

It was **resolved** to not make any members allowances claims for 2023/24.

76/23 To consider information about the graveyard around the ruined church and how to proceed

It was **resolved** that the Clerk would make contact with the church representative to hold a meeting to discuss a way forward.

77/23 To receive financial information including month end bank statement

Balance at bank as at 30th April 2023

Treasurers account £1929.51

Business Instant £48,351.16

Income

Coronation grant £200.00

Precept £25,000.00

The Clerk discussed the bank forms to allow online banking. It was **resolved** to consider these at the next meeting.

78/23 To approve Payments

Payee	Regarding	Gross
G Robinson	Clerk wage	255.83
HMRC	PAYE/NIC	6.00
A Stannard	Handyman	72.00
S Welsh - expense claim	New key for village hall room	10.00
K&M Lighting	Lighting maint	70.83
Anglian Water	Cemetery water	26.05
Stephenson Smart	Payroll services	250.00
SVH	Room hire	20.00
BHIB	Insurance	1439.28
CGM	March	805.09
CGM	April	885.60
CGM	May	885.60

It was **resolved** to approve the payments with the exception of those to CGM.

79/23 To consider planning items

Applications

Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed below.

Applications

Decisions

Correspondence

Notification of a House Name for 55 Feltwell Road to: Southview, 55 Feltwell Road, Southery

- 80/23** **To Note Date of next meeting,– Annual Parish meeting, followed by ordinary meeting on Wednesday 14th June 2023 at 7 pm in the Southery Village Hall**
- 81/23** **To resolve to the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1 (2)**
There were no items of confidentiality to consider.