

MORNINGTHORPE & FRITTON PARISH COUNCIL 12<sup>th</sup> May 2015

The Annual Parish Council meeting was held on Tuesday 12<sup>th</sup> May at 6.30pm at The Barn, Friars Farm. Those present were :- Mr P Rodger, Mr D Sargent, Mrs C McDonnell and Mr P Cooper who had been duly elected as councillors .

Also present were the Clerk Mrs E Riches and member of the public Mrs N Cullum who was interested in the current vacancy.

The Councillors had signed their declarations of acceptance prior to the start of the meeting.

1. Election of Chairman for the ensuing year. It was proposed Councillor Mr D Sargent and seconded by Councillor Mrs C McDonnell that Councillor P Rodger be Chairman. There were no other proposals and he was declared elected.
2. Councillor Rodger made his declaration of acceptance.

It was agreed that the election of Vice chairman be on the agenda of the next meeting.

3. Apologies for absence had been given by County and District Councillor Mrs A Thomas, she had requested her name being added to list of persons attending the meeting on 3<sup>rd</sup> March.
4. Declaration of interest in agenda items. Councillor Sargent declare an interest in item 11.
5. Co-option of a person to fill the vacancy this created as only four people had been put forward for election. It was noted that two people were interested and agreed that the filling of the vacancy be left until the next meeting.
6. Due to the decision at 5 a declaration was not applicable.
7. Minutes of the meeting held 3<sup>rd</sup> March were approved and signed.
8. Correspondence . Include was info regarding the hearing re Long Stratton Area Action Plan – no one would have wished to attend - it was noted that attendance at or non attendance would both have equal weight.

Copies of the Clerk and other items were available for Councillors to see. Also info re changes to smaller authorities' local audit and accountability and info re the situation re Norfolk etc.

9. Finance. The balances held as at 31<sup>st</sup> March were given as Community account £208.69, Business Saver £402.96, Business Saver 2 £3413.54 and petty cash £8.58. Total balances held £4033.77 but cheques totalling £103.56 not through bank . Balance at year end for accounts £3930.21.

Information from Came and Co was noted regarding the Parish Council insurance - a Micro Policy being available at £159 being made known. The current three year term of insurance was ending on 31<sup>st</sup> May. it was proposed by Councillor Sargent, seconded by Councillor McDonnell that the Council policy be a Micro one. Clerk to arrange – payment to be made by due date of 1<sup>st</sup> June.

Obtaining of computer – it was agreed that Councillor Cooper and the Clerk look into where the purchase of a lap top, printer and essential software - in fact all requirements for a complete Parish Council owned system could be obtained from ready for Information to next meeting.

Audit of the accounts – the internally audited accounts and Annual Return to be to next meeting for approval and completion.

Information was given as to situations that had occurred – re RT HMRC and action taken – cheque prepared for £6 payable to HMRC had been cancelled. Payment made to cover the payment for the Council.

Re stopping of cheques in a situation where the matter of safety had arisen. There had been a charge made by the bank but the cost of this had been paid into the Council account by the Clerk as the cheque book had been found to be safe it having fallen between files.

The stopping of cheques had resulted in the cheque made payable to South Norfolk Council re Dog Bin Servicing for £73.56 not going through the bank . Apologies had been given re this . It was agreed by councillors that a new cheque be issued for that amount .

As to payment re use of the barn as made out to Friars Farm £30– this cheque to be cancelled and one made out to HP and BK Sargent and Partners instead . It was noted that D Sargent had an interest in this. The cheques as required were agreed to, prepared and signed.

11. Planning – application 2015/0742 and 0743 re Friars Farm - D Sargent had left the meeting and the application was considered and approved.
12. No matters were raised by councillors . Items to be included on next agenda :- Election of Vice Chairman. Co-option to the Vacancy. Annual Return for approval and completion. Decision as to where to obtain computer etc from.
13. Next meeting to be on Tuesday 26<sup>th</sup> May.

The meeting was then closed.