

Minutes of the Annual Parish Council Meeting

TATTERSETT PARISH COUNCIL

DATE: Monday 22nd May 2023

TIME: 7:10pm

PLACE: The Green Park Centre

PRESENT: Anthony Duckworth Chad, Daniel Addison, Richard Pillinger, Philip Nice, Tricia Hartley-Palmer, Mark White, Nathan Wigger (Councillors)

Linda Arthur (Clerk)

PUBLIC: Tom FitzPatrick (Norfolk County Councillor), Nigel Housden (North Norfolk District Councillor)

1. To receive nominations for the election of and appoint a chairman for 2023/24
Daniel Addison was nominated by MW and seconded by RP and was agreed unanimously.
2. To receive nominations for the election of and appoint a Vice-Chairman for 2023/24
Mark White was nominated by PN and seconded by NW and was agreed unanimously.
3. To Receive Apologies for Absence
There were none.
4. To receive declarations of interest and agree dispensations (if any)
There were none.
5. To approve the minutes of the Annual Parish Council Meeting held on Monday 30th May 2022.
The minutes were unanimously AGREED by the Council (Proposed by MW and seconded by NW) and signed by the Chairman as a true record.
6. To receive any matters arising (for information only)
There were none.
7. To Approve Receipts and Payments for May 2023 Meeting
To approve the payment of accounts list. This was unanimously agreed.

Payments for approval at May 23 Meeting						
Ref	Date	Payee	Net	VAT	Gross	Remarks
73	26.04.23	Heart 2 Heart	£1,000.00	£0.00	£1,000.00	Tattersett Defibrillator
74	31.03.23	Unity Trust Bank	£18.00	£0.00	£18.00	Service Fee
75	28.02.23	L Arthur	£195.40	£0.00	£195.40	Clerk's February Salary
76	31.03.23	L Arthur	£238.60	£0.00	£238.60	Clerk's March Salary
77	30.04.23	L Arthur	£196.00	£0.00	£196.00	Clerk's April Salary
78	02.03.23	L Arthur	£20.60	£0.00	£20.60	Repayment to Clerk PAYE/NI
79	03.04.23	L Arthur	£31.40	£0.00	£31.40	Repayment to Clerk PAYE/NI
80	04.05.23	L Arthur	£20.00	£0.00	£20.00	Repayment to Clerk PAYE/NI
81	11.05.23	L Arthur	£75.00	£15.00	£90.00	Repayment to Clerk BHF supplies
82	20.04.23	L Arthur	£43.71	£8.24	£51.95	Clerk's Expenses Feb/Mar/Apr
83	27.02.23	Norfolk PTS	£55.00	£0.00	£55.00	Annual Subscription
84	31.03.23	Paytec	£49.60	£9.92	£59.52	Payroll services QE 5th April
		TOTAL	£1,943.31	£33.16	£1,976.47	

8. To receive planning matters

There were no new applications, and two decisions were discussed.

9. Financial and Governance Items

9.1 The Financial Statement for the period April 2021 to March 2022 was presented to the Parish Council and unanimously agreed.

9.2 The Internal Auditor's report was circulated. The current bank balance was discussed but it was considered not to be excessive, due to possible future costs that may be incurred.

9.3 AGAR

9.3.1 The Chairman signed the Exemption Certificate (under £25,000) of AGAR (Part 2).

9.3.2 The Annual Governance Statement was unanimously agreed and signed.

9.3.3 The Accounts and Accounting Statement for 2022/23 was unanimously agreed and signed.

10. Date of Next Meeting and AOB

7pm Monday 24th August 2023 at the Green Park Centre.

There was a general discussion in which TFP announced that he had obtained £16,000 funding for flashing lights at the Fourwinds junction. He also suggested that the PC should apply for funding for white gates for Tatterford, through the Parish Partnership funding scheme.

NH pointed out that white gates had slowed down traffic in the Raynhams. A discussion followed about the tyre mountain at Tattersett Business Park and NH suggested that the PC should write to the Chief Executive of the Environment Agency concerning the slow speed that the tyres were being removed. MW agreed to write the letter.

NH also suggested that the Heritage Centre should apply to the sustainable communities' fund.

MW gave a report in which the request from a parishioner for a dog waste bin on Lancaster Road at the junction with Tattersett Road was discussed. MW confirmed that he had costings of £250 for the bin and £315 for the bin and installation combined. Bin emptying would cost £4.15 per week.

THP said that this could raise a precedent for other locations in the parish and RP suggested that signs to encourage dog owners to take their bags home would be more cost effective. There are other waste bins funded by Wicken Green and Blenheim Park, but they are not very near this location. DA asked for a letter to be written to the parishioner in question, explaining that the PC would like to try prevention before committing to a bin.

MW reported that two benches in Wicken Green had to be demolished, but help had been given from several local businesses and they had been repaired and will be reinstated in Lancaster Road.

The planning application for Tattersett Business Park was discussed. MW confirmed that the local business owner who had applied for the planning application had paid the £30K application fee and is making a full planning application. It was agreed that NNDC planning should be asked for a meeting. DA agreed to draft a letter of invitation for the Clerk to send.

The Fang Wang building on Tattersett business park was discussed. MW reported that there is currently no sign of any business being conducted on the premises.

MW reported that the Old Chapel transfer was well underway and that solicitors had been instructed.

The playpark was discussed, and NW provided the Clerk with the safety inspection forms that he had completed, to be retained in the PC records. It was suggested that there should be a sign erected showing the Clerk's email address, and that an accident book should be maintained.

MW suggested that the number of PC meetings should be doubled, but they should be shorter meetings. It was pointed out that this would have increased costs for the Parish, particularly regarding room hire and the increased hours that would be need for the Clerk, possibly requiring an increase in the precept. In the short term it was agreed that a Whatsapp group should be established to include all Councillors, to enable discussion prior to any formal proposal being made at the PC meetings.

THP asked the Clerk to contact Jayne Biggs at Heart 2 Heart to thank her for the kind donation of £500 towards the Tattersett defibrillator. PN also asked for thanks to be sent to Simon Wade for his help actioning the power supply.

DA was pleased to announce that Tatterford is now joined to superfast broadband and thanked RP for his relentless hard work to bring this project to fruition.

Meeting closed at 9.25 pm

_____ (Chairperson)

_____ (Date)