

## Winfarthing Parish Council

### Minutes of the meeting held on Monday 6<sup>th</sup> March 2023 at 7:30pm at Winfarthing Village Hall, Hall Road IP22 2EP

Prior to the meeting on 13<sup>th</sup> February 2023 Councillor Lucy Kemp resigned with immediate effect.

#### **Members Present:**

Chairman Eric Cole, Lynne Rogers, Jim Collins, William Cole, Lorraine Tinkley

#### **In Attendance:**

Ellie Cole-Broatch (Clerk)

#### **1. To receive apologies for absence**

Peter Frost, James Easter (District Councillor), Barry Duffin (County Councillor), Richard Steel (member of public)

#### **2. To approve and sign the minutes of the last meeting held on 6<sup>th</sup> February 2023**

Minutes were approved and signed by the Chairman

#### **3. Record declarations of interest in items on the agenda**

None

#### **4. Report from District and County Councillors**

Neither were present. A report from Barry Duffin was circulated.

#### **5. Finance**

##### **5.1. Bank statement including payments received**

Current bank balance on 6/3/23 - £4496.62

##### **5.2. Invoices – Clerk's invoice and any received after agenda has been published**

The following invoices were approved and signed by Eric Cole and Lynne Rogers:

Eleanor Cole-Broatch (Clerk salary February) - £222.63

HMRC (Clerk income tax) - £35.20

South Norfolk Council (Dog bins) - £265.44

##### **5.3. Update on Durrants invoice**

Durrants have acknowledged that the invoice was sent in error.

##### **5.4. Discuss donation towards maintenance of the churchyard**

Discussed. It was decided to delay a decision until the May meeting when grass-cutting is more relevant.

#### **5.5. Adding Clerk to online banking**

Ongoing

#### **5.6. Update on information required by Barclays bank**

The Clerk will reply to the most recent email requesting information.

### **6. Open forum for public participation: an opportunity to hear from members of the public**

No members of the public were present.

### **7. Review / adopt / approve:**

#### **7.1. Winfarthing Parish Council Asset Register**

Reviewed and unanimously approved

#### **7.2. Local Government Association Model Councillor Code of Conduct 2020**

Unanimously approved and adopted

#### **7.3. Winfarthing Parish Council Model Financial Regulations 2019 for England**

Unanimously approved and adopted

#### **7.4. Winfarthing Parish Council Risk Assessment and Management (Financial)**

Unanimously approved and adopted

#### **7.5. Model Standing Orders for England 2018 (Revised 2020) for Winfarthing Parish Council**

Reviewed and unanimously approved and adopted

### **8. Approve internal auditor**

Christine Hall was unanimously approved to carry out the Internal Audit. The Clerk will contact.

### **9. Discuss and make a decision on how to proceed with the casual vacancy created on the council by a councillor resigning**

It was unanimously agreed to carry the vacancy to the elections in May and not to co-opt at present.

### **10. Discuss potential celebrations for the King's Coronation weekend**

Discussed. It was decided to wait and see what the Fighting Cocks and Village Hall decide to do as the Parish Council may be able to contribute.

### **11. Update on current situation of All Saints Primary School after consultation**

The consultation was attended by Eric Cole and Peter Frost. Eric Cole reported on the school's plans to become an academy and that the applications for head-teacher have now closed with interviews this month. The new head is expected to be announced to parents at the beginning of the summer term. The lack of communication from the school was also noted.

### **12. Update on dispute with County Broadband over new pole location on Hall Road / The Street junction**

The wrongly installed pole has been removed.

### **13. Planning applications**

#### **13.1. To consider any applications received after publication of agenda**

None

### **14. Footpath update**

The "Bridle path" sign on The Street is still not up.

### **15. Community speed watch update**

Peter Frost sent a report that training has been completed, the group have a speed-gun and a schedule of speed watches is being drawn-up.

### **16. Pylons update**

None

### **17. Registration of Village Hall land update**

A solicitor is needed as Durrants are unable to do this. It was unanimously decided to defer this item until May. Eric Cole and the Clerk will look for appropriate records.

### **18. Correspondence**

All correspondence has been emailed to Councillors as it has been received by the Clerk.

The following were discussed:

- It was unanimously decided to participate in the "Big South Norfolk Litter Pick 2023". It was decided to hold this on Sunday 2<sup>nd</sup> April at 10am, meeting at the village sign. The Clerk will organise collection of the equipment and do a risk assessment.
- The Clerk will put an entry in "Cockcrow" to inform parishioners about the Parish Council's activities and future meetings.

**19. To receive items for the next meeting – Monday 3<sup>rd</sup> April 2023 at 7:30pm**

It was unanimously decided to hold the Annual Parish Meeting also on 3<sup>rd</sup> April. It will start at 7pm with the Parish Council meeting following immediately after. The Clerk will advertise this.

The meeting closed at 9:45pm.

Signed.....

Dated.....

(Minutes are draft until signed)