

NORDELPH PARISH COUNCIL

Minutes of the Annual General Meeting held at Nordelph Village Hall on Wednesday 20th May 2015 at 7.00pm

Committee Members: Cllr. D Gott, Cllr. R Balls, Cllr. G Cosson, Cllr. R Stannard

Those Attending: Cllr. D Gott, Cllr. R Balls, Cllr. R Stannard, Cllr. Cosson

Public: 2

Apologies: Borough Cllr. Pope, Borough Cllr. Spikings

COMMITTEE REPORT

Councillors returned their signed declarations of acceptance of office before the meeting started.

1. **Election of council Chairman for the coming year & sign declaration of acceptance of office and code of conduct**

Cllr. Balls proposed Cllr. Gott for Chairman for the coming year. Cllr. Stannard seconded the proposal with all in favour. Cllr. Gott signed the declaration of acceptance of office and code of conduct.

2. **To consider apologies for absence**

Apologies were given as listed above and accepted.

3. **Election of council Deputy Chairman for the coming year & sign declaration of acceptance of office and code of conduct**

Cllr. Stannard proposed Cllr. Balls for Deputy Chairman for the coming year. Cllr. Gott seconded the proposal with all in favour. Cllr. Balls signed the declaration of acceptance of office and code of conduct.

4. **To co-opt new members onto the council & receive their declarations of acceptance of office and code of conduct**

Cllr. Balls nominated Kevin Free & Matthew Hoy as councillors for the coming year. Cllr. Stannard seconded the proposal with all in favour. Kevin & Matthew both signed their declarations of acceptance of office and code of conduct.

5. **Declaration of Interests forms to be completed & to consider any requests for dispensations**

All councillors returned their declaration of interests forms to the clerk.

6. **To complete Candidate Spending Return & Declaration for Parish Election**

All councillors completed their forms and returned them to the clerk.

7. **To agree the Minutes of the last Ordinary Meeting**

The Minutes of the last Ordinary Meeting held on Wednesday 15th April 2015 were signed as a true record of the meeting.

8. **To review the Standing Orders & Financial Regulations**

One amendment was made to the Standing Orders – 3l to include permission to film & record meetings via social media etc. No amendments were made to the Financial Regulations. Both approved on a proposal from Cllr. Balls, seconded by Cllr. Stannard with all in favour.

9. **To agree outstanding payments for the month**

Payee	Goods/ Services	VAT	TOTAL	dd/EP/chq	Supplier/Service
Kate Bennett	£186.64	£0.00	£186.64	s/o	May salary
Kate Bennett expenses	£70.05	£3.39	£73.44	100495	Mileage (£53.10), postage & stationery (£20.34)
East Anglian Air Ambulance	£25.00	£0.00	£25.00	100496	Annual donation for 2015-16
Came & Co.	£366.82	£0.00	£366.82	100497	Annual parish council insurance renewal
Pat Copeman	£30.00	£0.00	£30.00	100498	Internal audit
	£678.51	£3.39	£681.90		

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All were in favour to pay the outstanding payments for the month. This included a new 3 year long term agreement with Hiscox Insurance (via Came & Co.) for £366.82 for the annual parish council insurance renewal. This will take the council through to 2018.

A Barclays mandate change form was signed to authorise new signatories onto the bank account – Kevin Free and Danielle Gott.

10. Correspondence

Correspondence from NCC Highways was noted regarding reconstruction works to Silt Road. Clerk to make further enquiries regarding road closures etc.

Cllr. Gott reported a conversation with a representative of Three Holes Village Hall Committee regarding the making of a film to help promote the parish council and its work.

11. Planning

On a proposal from Cllr. Cosson, seconded by Cllr. Balls with all in favour a recommendation of approval was given to planning app 15/00722/F Removal of roofs and installation of new roof and single storey extension, erection of garage at The Old Lodge, Silt Road, Nordelph.

12. To accept the end of year accounts

The 2014-2015 End of Year Accounts were considered and accepted on a proposal from Cllr. Cosson, seconded by Cllr. Balls with all in favour.

To complete the Statement of Governance

Section 2 of the Annual Governance Statement was considered by Council and duly completed and then signed by the Chairman.

13. Items for the next agenda

- Village Sign
- Training with NALC for Chairman & Councillors
- New noticeboard for staithe
- Footpath
- Village Hall Accounts
- Co-option of further councillors

There being no further business, the meeting closed at 7.55pm.

The next meeting will be held on Monday 13th July 2015 at 7pm at the village hall.

Signed..... Date