

LITTLE ELLINGHAM PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF LITTLE ELLINGHAM PARISH COUNCIL HELD ON WEDNESDAY 6th JULY 2022 AT 7.30PM AT OLD SCHOOL HALL, LITTLE ELLINGHAM

Present: Cllr Griffiths, Cllr Knight, Cllr Fitzgerald and the Clerk

In attendance: District Councillor Sarah Suggitt and 4 residents of the Parish.

Open Forum

The meeting was opened the meeting and all those present were welcomed.

District Councillor Sarah Suggitt stated that there is lots going on at Breckland Council at the moment, details of which are in the magazine that has just been sent to every household. Nutrient neutrality has stopped planning applications thus far and therefore the back log will have a knock-on effect at some point down the line.

1. To accept apologies for absence

Apologies were received from County Councillor Ed Connolly.

2. Register of Interests and applications for dispensations– to declare personal or prejudicial interests in items on the agenda

None.

3. To approve the minutes of the meeting held on 26th May 2022.

The minutes were circulated prior to the meeting and were AGREED and signed as a true record.

4. Matters arising on minutes for information only

It was noted that there was some interest in the Parish Council vacancies.

5. Financial Update

- The accounts, budget comparison and bank reconciliation for financial year 2022/2023 as of 30th June 2022 were received and noted.
- The Internal Auditors Report for 2021/2022 was considered. It was AGREED to ask Steve Jackman to look at the accessibility of the website.
- After a lengthy discussion surrounding Barclays Bank it was AGREED that the Clerk opens a new account with Unity Trust Bank, with Peter and Alex as signatories.
- It was AGREED to release the following payments:

1. Mrs M Eversfield	Salary & Expenses for June & July 2022	£498.33
2. Mrs C Moore	Internal Audit for 2021/2022	£50.00
3. Little Ellingham VH	26 th May Hall Hire	£24.00
4. Mr S Knight	Defibrillator Pads	£95.88
5. ICO (DD)	Data Protection Fee	£35.00

6. Policies and Procedures

The following policies and procedures were reviewed and agreed with no amendments: -

- Code of Conduct
- Financial Regulations
- Register of Assets
- Standing Orders
- Statement of Internal Control
- Reserves Policy

7. Newsletter – to agree the future of Little Ellingham News

Annual Parish Meeting Reports

Parish Council Vacancies

Village Hall

Seek feedback in relation to the importance and value of the newsletter

8. Highways / Roads / Footpaths / Hedges / Trees

- Grass Cutting – It was AGREED that the Clerk cancels the current contract with CGM and informs Mr Richard Baker that we wish to proceed with his quote of £45.00 per cut, on an as and when needed basis, to be invoiced at the end of the season.

9. To receive updates and discuss any actions relating to Pilgrim Food's

It was noted that £250.00 had been received to go towards the Platinum Jubilee celebrations. Peter Griffiths to fix a date for the next liaison meeting.

10. Any other business to be included on the agenda for the next meeting.

Councillors are to inform the Clerk of any items they wish to be placed on the next agenda.

11. To confirm date of next meeting: Wednesday 7th September 2022 beginning at 7.30pm or at Old School Hall
- Noted

12. To note dates of 2022 meetings: Noted

Wednesday 7th September 2022

Wednesday 2nd November 2022

There being no other business the Chairman closed the meeting at 8.02pm.

Chairman 7th September 2022