

TACOLNESTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting of Tacolneston Parish Council in the Woodlands Club Tuesday 18th June 2019 at 7.30pm

Present: Cllr Gulliver (Chair) Cllr Darrell, Cllr Gowing, Cllr Hooper, Cllr Pincher.

Clerk/RFO Sue Bunn, 7 members of the public

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1. To consider accepting apologies for absence. Cllr McClenning. Cllr Summers. Apologies accepted.
 2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed. None received.
 3. Public Participation
 - a) The Tree Warden reported that the trees around the Woodland Club had been trimmed up.
 - b) Members of the public to raise matters of concern. A member of the public asked if the VAT had been claimed back for Phase 1 of the Park Play Equipment purchase. Clerk to look into this and advise at next meeting.
 4. To approve and sign the minutes of the meeting held on the 27th MARCH 2019. Defer to next meeting.
 5. To approve and sign the minutes of the AGM held on the 21st MAY 2019. Proposed Cllr Darrell. Seconded Cllr Gulliver. All in favour. Minutes signed.
 6. To approve and sign the minutes of the ordinary parish council meeting held on the 21st MAY 2019. Proposed Cllr Darrell. Seconded Cllr Gulliver. All in favour. Minutes signed.
 7. Matters deferred from previous meetings.
 - a) Asset register/TAFRA on TAFRA Agenda.
 - b) Village Sign. Item 12.
 8. Finances
 - a) To note current Balances. Barclays £10063.29. Nationwide £3077.55
 - b) To consider the Internal Auditor report for the year ending 31 March 2019.
 - c) To agree the accounts for the year ending 31st March 2019. Accounts agreed. Proposed Cllr Gulliver, Seconded Cllr Darrell. All in favour.
 - d) To consider whether to exempt from external audit and if so to authorise the Clerk and Chairman to sign the form. Following previous years issues and advice from the Internal Auditor the Council decided not to exempt themselves from audit. Proposed Cllr Gulliver, Seconded Cllr Darrell. All in favour.
 - e) To consider the assertions on and complete the Annual Governance Statement 2018/2019 and to authorise the Clerk and Chairman to sign. The statements were read out and answered as appropriate. The statement was signed by the Clerk and Chairman. Proposed Cllr Darrell. Seconded Cllr Gowing.
 - f) To consider and approve the Accounting Statement 2018/2019 and to authorise the Chairman to sign. Statement signed by the Chairman. Proposed Cllr Hooper, Seconded Cllr Darrell.

Signed:

Date:

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- g) Approve the following payments. Discussion concerning the payment of Top Garden Services and the need to review the contract. Cllr Hooper to review the existing (expired contract). Item to be on the agenda for next month. All payments approved. Proposed by Cllr Pincher, Seconded Cllr Darrell. All in favour.

Payee	Detail	Nett	VAT	Gross
Mrs FM Bunn	Clerks wages May	285.25		285.25
Mrs FM Bunn	Expenses home working costs, mileage	18.70		18.70
Came and Company	Insurance Renewal	673.93		673.93
Anne Barnes	Internal Audit	80		80
Top Garden Services	Grass Cutting	231.45	46.29	277.74
Totals				

9. To discuss and approve putting a TAFRA page on the Parish Council website. Proposed Cllr Pincher, Seconded Cllr Darrell. All in favour.
10. To Discuss Planning Applications Received. No new received.
11. To Discuss Correspondence Received. The Clerk reported that she had received phone calls about the hedge at the Recreation Ground boundary between the Houses on West Way, the hedge is overgrown and effecting access to the property, they wish to know who is responsible for the hedge. A parishioner has contacted the Clerk with concerns about the development at the Fields, the Clerk will contact South Norfolk to clarify the situation and report back at the next meeting.
12. To receive an update on the progress of the Village Sign ownership/repairs. Cllr Darrell gave the Clerk a cheque for £161.00 to be banked following fundraising activity. £220 will be received from the Litter Pick and £1200 from Cllr Spratt. Cllr Gulliver to contact the Parishioner with reference to the legal work required. Concerns expressed by Cllr Hooper with regard to Public money being spent on something which isn't owned by the Parish.
13. To discuss the number and availability of footpath maps for the village. Small maps suggested fixed to the sign posts to show walkers routes around the village with a larger map at the Village Hall or the entrance to West Way and possibly at the Church. Cllr Gulliver to look into.
14. Arrange to update Parish Council Photograph on Website. Defer as not all Cllrs present.
15. To discuss and arrange village forum dates. Date 5th September time to be confirmed.
16. Public Participation. The Fields development. Once the situation has been clarified could we have a link to the Decision notice on the Parish Council website and also a report in the Tacolneston Times.
17. To receive items for the next Agenda and confirm the date and time of the next Parish Council Meeting. Next meeting 9th July 7.30pm with refreshments at 7.15pm. Venue to be confirmed.

Signed:

Date:

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Agenda Items

Tops Contract

Footpath Signs

Barclays Signatories for the Parish Council Account.

VAT Claims

Signed:

Date:

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