

TACOLNESTON PARISH COUNCIL

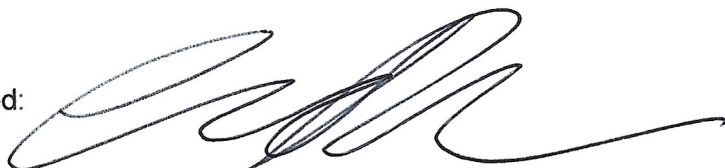
Minutes of the ordinary meeting of Tacolneston Parish Council held at Tacolneston Village Hall on Wednesday 9th March 2022 at 7pm.

Present: Cllr B. Gulliver (Chair), Cllrs R. McClenning (Vice-chair), K. Darrell,
L. Pincher, J. Hooper and E. Taylor.
Parish Clerk/RFO: D. Wickham
District/County Councillor B. Duffin & 1 member of the public.

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| 1. To consider approving apologies for absence.
Apologies were received from Cllr Gowing who had transport difficulties. The Council Resolved to approve his apologies. | 22/015 |
| 2. To receive declarations of interest on any items to be discussed.
None were received. | 22/016 |
| 3. Public Participation.
a) District/County Cllr Duffin urged the Council to apply for the Queen's Platinum Jubilee Grant (£200) and noted that the Community Action Fund had now increased to £100,000. The Housing Officer and Head of Estates were arranging a meeting to resolve the overgrown trees issue in McKee Drive. The reinstatement of the telecommunications pole outside the school is being dealt with by the Enforcement Team. Cllr McClenning raised the need for the white lines in the village to be repainted. Cllr Duffin requested any such specific issues be reported directly to him. Cllr Gulliver noted that such issues can also be reported directly to the County Council via their online tool. Cllr Hooper reported that the school is becoming an academy.

b) A member of the public thanked Cllr Duffin for raising the issue of the telecommunications pole outside the school, and noted that car parking at the school was also a problem, hampered by the Tree Preservation Order. A discussion around the history of the telecommunications pole, and the planning permission relating to it, followed. | 22/017 |
| 4. To approve and sign the minutes of the ordinary Parish Council meeting held on 12th January 2022.
Having been circulated to the council prior to the meeting, it was proposed by Cllr Darrell, seconded by Cllr McClenning, and Resolved by all that the minutes were approved as a correct record. | 22/018 |

Signed:



Date:



5. **To receive the minutes of the Media and Communication Working Group meeting held on 27th January 2022.** 22/019
Having been circulated to the council prior to the meeting, the minutes were duly received.
6. **To appoint the internal auditor for the 2021 – 22 financial year.** 22/020
The Council unanimously **Resolved** to appoint Anne Barnes as the internal auditor for the 2021 – 22 financial year.
7. **To adopt the 2022 Communications Policy, Standing Orders and Asset Register.** 22/021
The Council unanimously **Resolved** to adopt these documents.
8. **To consider the purchase of an additional SAM2 bracket*.** 22/022
Cllr Pincher reported that the Council had initially ordered one bracket less than was required and asked the Council to authorise the purchase of an additional bracket. He also advised the Council that a volunteer had now taken over the day-to-day running of the SAM2 device. The Council unanimously **Resolved** to authorise the purchase of an additional bracket. Cllr Taylor raised the issue of a risk assessment or disclaimer for any volunteers. The Clerk will look into the matter.
9. **To approve the 2022 Information Audit.** 22/023
The Council unanimously **Resolved** to approve the Information Audit.
10. **To discuss any plans for the Queen's Platinum Jubilee Celebrations.** 22/024
A number of ideas were discussed, and it was agreed that the Recreation Centre Committee will spearhead the planning of events. The Clerk was asked to apply for the £200 Queen's Platinum Jubilee Grant on behalf of the Council.
11. **Financial matters.** 22/025
a) The bank reconciliation was reviewed and approved.
b) Following receipt of the relevant invoices these payments were approved by unanimous **Resolution**:

Payee	Detail	Net	Vat	Gross
D Wickham	Clerk's Expenses Jan-Feb	£209.82	£3.52	£213.34
D Wickham	Clerk's Salary March	£357.96		£357.96
HMRC	Clerk's PAYE March	£89.40		£89.40
D Wickham	Clerk's Salary & PAYE April	£415.36		£415.36
Westcotec	SAM2 Bracket*	£50.00	£10.00	£60.00
Parish Online	Annual Subscription	£70.00	£14.00	£84.00
NPTS	Annual Subscription	£180.00		£180.00

Signed:



Date:

11/05/22

The Clerk highlighted the fact that his salary payments reflected the one salary point pay increase following six months' service (backdated to 1st November). He also reported that the local government pay increase had been finalised since the agenda had been published, and this resulted in a backpay total of £82.44 before PAYE deduction (backdated to 1st May 2021). The Council agreed that this payment, and the recently-received dog bin annual invoice, should be paid before the financial year-end and approved at the next meeting.

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| 12 | Any planning matters.
There were none. Cllr Hooper was thanked for assisting the parishioners who attended the last meeting with concerns in relation to planning application 2021/2224. | 22/026 |
| 13 | Public Participation.
There was none. | 22/027 |
| 14 | To confirm the date of the Annual Parish Council Meeting as 11th May 2022, not before 7.30pm.
Agreed. This meeting will follow the Annual Parish Meeting which will begin at 7pm. | 22/028 |

The meeting ended at 20.04

Signed:



Date:

11/05/22