

# TACOLNESTON PARISH COUNCIL

## Minutes of the Annual Meeting of Tacolneston Parish Council held at Tacolneston Village Hall on Wednesday 11<sup>th</sup> May 2022 at 7.45pm.

Present: Cllr L. Pincher (Chair), Cllrs R. McClenning (Vice-chair), K. Darrell,  
J. Hooper and E. Taylor.  
Parish Clerk/RFO: D. Wickham  
8 members of the public.

- |   | Minute<br>Ref<br>No: |
|---|----------------------|
| 1. <b>To elect a Chairperson for the forthcoming year.</b><br>Cllr Darrell nominated Cllr Pincher. This nomination was seconded by Cllr Hooper and unanimously agreed. Following assurances that he would be fully supported by the whole Council, Cllr Pincher accepted the nomination and signed the appropriate declaration. | 22/029               |
| 2. <b>To elect a Vice-Chairperson for the forthcoming year.</b><br>Cllr Pincher nominated Cllr McClenning. This nomination was seconded by Cllr Hooper and unanimously agreed. Cllr McClenning accepted the nomination.   | 22/030               |
| 3. <b>To consider approving any apologies for absence.</b><br>Apologies were received from Cllrs Gulliver (illness) and Gowing (work commitments). The Council <b>Resolved</b> to approve these apologies.  | 22/031               |
| 4. <b>To receive declarations of interest on any items to be discussed.</b><br>Cllrs Darrell and McClenning declared an interest in item 21.  | 22/032               |
| 5. <b>Public Participation.</b><br>a) District/County Cllr Duffin gave reports at the earlier Annual Parish Meeting (see those minutes).<br>b) There was no public participation at this stage.   | 22/033               |
| 6. <b>To approve and sign the minutes of the ordinary Parish Council meeting held on 9<sup>th</sup> March 2022.</b><br>Having been circulated to the council prior to the meeting, it was unanimously <b>Resolved</b> that the minutes were approved as a correct record.   | 22/034               |
| 7. <b>To receive the minutes of the recent Media and Communication Working Group meeting.</b><br>There had been none.   | 22/035               |
| 8. <b>To consider suspending Standing Order 5(j).</b><br>It was unanimously <b>Resolved</b> to suspend Standing Order 5(j).   | 22/036               |

Signed:



Date: 13/7/22

9. **To appoint Council representatives to the Recreation Centre Committee.** 22/037  
The Council unanimously **Resolved** to appoint Cllr Taylor to the Recreation Centre Committee.
10. **To appoint a tree warden.** 22/038  
The Council unanimously **Resolved** to appoint Mr J Darrell as Tree Warden.
11. **To appoint a Footpath Warden.** 22/039  
The Council unanimously **Resolved** to appoint Mr W Kent as Footpath Warden.
12. **To appoint an Internal Control Officer.** 22/040  
The Council unanimously **Resolved** to appoint Cllr Taylor as Internal Control Officer.
13. **To appoint trustees to the Knipe/Boileau charities (2).** 22/041  
The Council unanimously appointed Mrs S Sparrow and Mr B Spratt as trustees.
14. **To appoint trustees to the Tacolneston Fuel Allotment Charity (4).** 22/042  
The Council appointed Mr B Spratt, Mr D Ludkin, Mr D Summers and Cllr Darrell as trustees.
15. **To review arrangements for delegation to the Clerk.** 22/043  
It was unanimously **Resolved** that, where it had not been possible to obtain any necessary extension from the District Council to allow a planning application to be considered at the next Council Meeting, the Clerk would, having consulted with the Council, make the necessary response or convene an extraordinary meeting of the Council.
16. **To adopt the 2022 Financial Regulations, Risk Management Policy, Health & Safety Policy and SAM2 Risk Assessment.** 22/044  
Following the amendment of "30 MPH" to "40 MPH" in the SAM2 Risk Assessment, the Council unanimously **Resolved** to adopt the four policies.
17. **To discuss the National Grid consultation.** 22/045  
Cllr McClenning noted that the proposed 50 metre high pylons will have a huge impact on the village, but that the Parish Council has little power to intervene. A discussion including members of the public followed: a great deal of information has recently entered the public domain but the deadline for responses to the public consultation is 16<sup>th</sup> June. It was suggested that the option of underground or seabed cabling has not been discounted yet. Tacolneston's conservation area status and the unacceptable height of the pylons was discussed. Cllr Darrell suggested a two-pronged Parish Council approach: a written response to the consultation formulated by the Media and Communication Working Group and joining an appropriate pressure group. The Council agreed with this approach and **Resolved** to add the latter to the agenda for the next Parish Council meeting.

Signed:



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18. **To discuss the Parish Council land in McKee Drive.**

Cllr Hooper stated that the land is a public space and should not be used for parking. He suggested the Council should consider erecting an appropriate fence. Cllr Darrell added that the original plan was to have a play area on the land and suggested siting a couple of swings there. The Council **Resolved** to adjourn the matter to the next Parish Council meeting. The Media and Communication Working Group will draft a letter to all McKee Drive residents notifying them of this.

22/046

19. **To discuss any plans for the Queen's Platinum Jubilee Celebrations.**

Cllr Taylor reported that lots of events and activities had been planned and that the posters and leaflets publicising them were ready for distribution. The Clerk announced that the Parish Council had been successful in its bid for a £200 Jubilee Grant and asked any Councillors who will be attending the events to ensure lots of photographs are taken.

22/047

20. **Financial matters.**

22/048

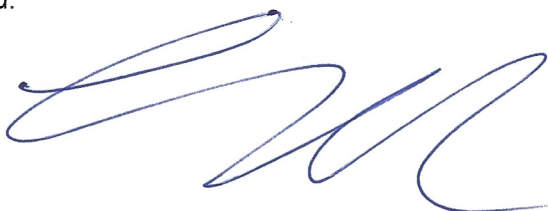
- a) The bank reconciliation was reviewed and approved.
- b) The Internal Auditor's report for the year ending 31<sup>st</sup> March 2022 was considered and noted.
- c) The accounts for the year ending 31<sup>st</sup> March 2022 were agreed.
- d) The Council is unable to exempt from an external audit due to its income exceeding £25,000 in the year ending 31<sup>st</sup> March 2022.
- e) The Council considered the assertions on, and completed, the Annual Governance Statement 2021/22 and authorised the Clerk and Chairperson to sign the form.
- f) The Council considered and approved the Accounting Statement 2021/22 and authorised the Chairperson to sign the form.
- g) Following receipt of the relevant invoices these payments were approved:

Payee	Detail	Net	Vat	Gross
D Wickham	Clerk's Expenses March & April	£117.50		£117.50
D Wickham	Clerk's Salary May	£345.16		£345.16*
HMRC	Clerk's PAYE May	£86.20		£86.20
D Wickham	Clerk's Salary June	£269.60		£269.60
HMRC	Clerk's PAYE June	£67.40		£67.40
HMRC	2021/22 Employer's NICs	£10.72		£10.72**
D Wickham	2021/22 Payrise Backpay	£65.84		£65.84**
HMRC	Payrise Backpay PAYE	£16.60		£16.60**
S. Norfolk Council	Dog Bin Charge 2021/22	£553.00	£110.60	£663.60**
Westcotec	SAM2 Bracket P&P	£7.50	£1.50	£9.00
Anne Barnes	Internal Audit 2021/22	£66.00		£66.00
NALC	Annual Subscription	£183.28		£183.28

\*Includes one pay point increase following annual review.

\*\* Already paid prior to financial year end.

Signed:



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Cllrs Darrell and McClenning left the meeting at this point.

21. **Any planning matters.**

22/049

- 2022/0414

*Location: Woodlands Club Norwich Road Tacolneston Norfolk NR16 1AL*

*Proposal: Retention of small area adjacent to the social club building to be tarmac hard standing to provide parking for social club and primary school.*

*Application Type: Full Planning Permission*

A member of the public voiced concerns in relation to the conservation area, the proximity to the tree and pond and the materials used causing rainwater to sit on the road due to the lack of soakaway or gulley facilities. The Council **Resolved** to make no comment in relation to the application, but to urge the Planning Authority to ensure that all the relevant guidance as to materials and water disposal are taken into consideration.

22. **Public Participation.**

22/050

See items 17 and 21.

23. **To confirm the date of the next Parish Council meeting as Wednesday 13<sup>th</sup> July 2022 at 7pm.**

22/051

This was confirmed.

The meeting ended at 21.10

Signed:



Date:

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