

# SOMERTON PARISH COUNCIL

Minutes of the MEETING OF THE PARISH COUNCIL meeting held on 19<sup>th</sup> July 2022 at The Village Hall, Cottage Road, Somerton at 7.00pm.

Present: Cllrs D Crane, T Jones, R Starling, R Walters (Chair), I Wright, K King

Clerk: Kate Martin-Smith

Two members of the public were present.

## **1 Minutes.**

The Full Council minutes dated 5th July 2022 were AGREED

## **2 Apologies**

To consider and approve apologies for absence – Cllr J Clift apology accepted

## **3 Declarations of Interest.**

None.

## **4 Public Speaking.**

4.1 County Councillor James Bensly. Not present

4.2 District Councillors; James Bensly and Noel Galer. Not present

4.3 Police Representative. None present.

4.4 Public.

4.4.1 None received

## **5 Matters for reporting from previous meetings.**

**No decisions may be taken under this item.**

5.1 Coronation Lane/Mill Lane Permissive Path – still no response from EcoTricity wind turbine owners. EcoTricity to be contacted directly again.

5.2 Polling cards - no fees incurred per GYBC due to low costs due to unopposed election - noted

5.3 VH to update PC for outstanding fees. VH have also ask PC to condense their records stored there – records retention policy to draft and send to all councillors– provisionally agreed to send old minutes to Norfolk Records Office, keep accounting records for 7 year, insurance documents for 25 years and all planning can be disposed of - proposed Cllr R Starling seconded Cllr R Walters

5.4 Fence / access at ruined church – conditionally approved by GYBC – to enquire with highways and GYBC if planning has been adhered to

5.5 Poor's Land charity – NALC has been contacted but they will be chased for a response, advert of the vacancies to be placed on the PC notice board - proposed Cllr R Walters seconded Cllr R Starling

5.6 Anti-virus and website updates – it was resolved that Cllr K King and the clerk have been delegated to discuss directly – unanimously agreed

5.7 New defibrator – to contact members of the VH committee to discuss potential grants

## **6 Administrative Matters.**

6.1 Internal Audit – no recommendations were received

6.2 It was RESOLVED to approve Section 1 of the AGAR, the Annual Governance Statement. Proposed Cllr T Jones Seconded Cllr K King

6.3 To resolve to declare that Somerton Parish Council is an exempt authority and sign the certificate of Exemption as neither the gross income or the expenditure exceeds £25,000 for the 2021/22 financial year. Proposed Cllr T Jones Seconded Cllr K King

6.4 It was RESOLVED to approve Section 2 of the AGAR, the Accounting Statements. Proposed Cllr T Jones Seconded Cllr K King

6.5 The explanation of variances were RECEIVED by the meeting – agreed Proposed Cllr T Jones Seconded Cllr K King

6.6 The bank reconciliation as at 31.3.2022 was RECEIVED by the meeting - noted

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- 6.7 To approve bank reconciliations and variance reports April – May 2022 - approved Proposed Cllr T Jones  
Seconded Cllr K King
- 6.8 Courses for the clerk and councillors – clerk to discuss directly with the HR committee to await their recommendations – unanimously agreed

## 7 Financial.

- 7.1 To agree payments:

	Nett	vat	total
Somerton Village Hall – Hall hire	£tbc		
Mobile phone top up	£10.00		£10.00
Ross Bird – Grass cutting June 2022	£195.00		£195.00
Mrs Sarah Hunt – Locum Clerk - deferred to April 2023	£445.00		£445.00

RESOLVED to make the above payments – Proposed Cllr R Starling, seconded Cllr R Walters.

- 7.2 VAT return submissions – it was resolved that the clerk will check when the last VAT return was submitted and prepare and submit any omitted VAT returns

## 8 Correspondence

Flegg CLT	Letter	They have instructed an independent consultant to do some site appraisals and that they would be grateful for any site recommendations	Resolved to await recommendations from the independent consultants
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## 9 Date of next meeting:

Tuesday September 6<sup>th</sup> 2022 at 7pm, Village Hall – PARISH COUNCIL Meeting.

### Next Agenda:

- To refer to NALC for guidance and templates for all new policies, to be circulated prior to, and then adopted at next Parish Council Meeting
- Footpaths
- September meeting – budgets and precepts – consider reserves required
- Jubilee Trees for Norfolk
- Working parties and litter picks

The meeting closed at 8.40pm

Signed:

Dated: