

Hagworthingham Parish Council

Notes of the Annual meeting of the Parish Council held on Monday 16 May 2022 commencing at 7.30 p.m.

Present: With Cllrs Edmund Done in the Chair, there were present, Cllrs – Mark Clayton, Mrs Heather Devereux, David Freeman, Richard Hammond, Mrs Jan Hewitt, Mr David Powell

In attendance: Clerk Mrs Susan Archibald

Also present: 2 members of the public

The Chairman declared the meeting opened at 7.30 p.m.

78. To elect a Chairman and to sign Chairman's Declaration of Acceptance of Office

It was proposed by Cllr Hammond, seconded by Cllr Freeman and:-

RESOLVED – That Cllr Done be elected Chairman for the forthcoming municipal year; the Chairman duly signed his Declaration of Acceptance of Office.

79. To elect a Vice-Chairman and to sign Vice-Chairman's Declaration of Acceptance of Office

It was further proposed by Cllr Hammond, seconded by Cllr Freeman and:-

RESOLVED – That Cllr Mrs Hewitt be elected as Vice-Chairman for the forthcoming municipal year; the Vice-Chairman duly signed her Declaration of Acceptance of Office.

80. Apologies for absence and reasons given

There were none.

81. Declarations of Disclosable Pecuniary Interest in accordance with the Localism Act 2011 not previously notified and/or consideration of any written request for Dispensation

There were none.

82. Notes of the meeting of the Council held on Monday 28 February 2022 to be approved as Minutes and signed by the Chairman at a later date

It was proposed by Cllr Hammond, seconded by Cllr Done and:-

RESOLVED – That the notes of the meeting of the Council held on Monday 28 February 2022 be approved as a correct record and signed by the Chairman at a later date.

83. Public Forum

In the absence of representatives of the Police and District and County Councillors and any public comments the meeting continued.

84. To review and approve insurance arrangements for 2022/23

It was proposed by Cllr Hammond, seconded by Cllr Hewitt and:-

RESOLVED – That the insurance arrangements, with the long term 5 year agreement, as presented, be approved for 2022/23 at a premium of £263.07.

85. To consider and approve updates to the Asset Register

Members noted no changes needed to the Asset Register

RESOLVED – That the existing Asset Register be approved.

86. To review the Risk Assessment and any necessary updates

Members noted no changes needed to the Risk Assessment.

RESOLVED – That the existing Risk Assessment be approved.

87. To review Standing Orders and Financial Regulations and decide whether any updates/amendments were necessary

It was:-

RESOLVED – That no amendments to Standing Orders and Financial Regulations were necessary at this time, but that this be reviewed again in 2023, or earlier, as appropriate.

88. Timetable of Meetings for 2022/23

Members were asked to consider and approve a Timetable of Meetings for 2022/23, suggested dates were as follows:

4 July 2022

15 August 2022

26 September 2022

21 November 2022 (to commence at 7.00 p.m.)

9 January 2023 (to commence at 7.00 p.m.)

27 February 2023 (to commence at 7.00 p.m.)

10 April 2023 (preceded by the Annual Parish Meeting at 7.00 p.m.)

Annual Meeting 15 May 2023 7.30 p.m. Subject to change as an Election year

Meetings are on a Monday and usually commence at 7.30 p.m., except where shown above commencing at 7.00 p.m. during the winter months.

It was:-

RESOLVED – That the Timetable of Meetings for 2022/23, as presented, be approved.

89. Highways Matters

(i) No ongoing highways update was available;

(ii) Members noted the refurbished and reinstated bench at Linden Close;

It was proposed by Cllr Hammond, seconded by Cllr Hewitt and:-

RESOLVED – (a) That authority be delegated to the Clerk, in consultation with the Chairman, to arrange a commemorative plaque at a cost of c.£35.00.

(iii) Community Speedwatch

It was:

RESOLVED – (b) that Cllr Hewitt produce a flyer to go out with the VV July edition calling for new speedwatch recruits.

Note: The Clerk undertook to research online training for Community Speedwatch volunteers.

90. Rescheduled Spring Litter Pick

Due to traffic on the main road, it was proposed that a litter pick be organised for the village centre on Saturday 11 June 2022, meeting at Church Lane lay-by. Notification would be circulated on social media.

91. Village Signs

Note: Following discussion at the Annual Parish Meeting, a further design incorporating the Church would be requested for the West End sign and artworks would be published for any comment in the July VV. The Clerk to liaise with the Men's Shed on possible post refurbishment costs. A suggestion for a table at the

Jubilee Events to promote Parish Council matters and the village sign consultation was made. The matter would be brought to the next meeting for further consideration.

92. Working Groups

It was:-

RESOLVED – (a) That the Grass Cutting Working Group for 2022/23 continues with the membership of Cllrs Clayton, Done and Hammond; and

(b) That a Speed Awareness Working Group for 2022/23 continues with the membership comprising Cllrs Done, Hammond, Hewitt and Powell.

93. Financial Matters

(a) Monies at bank

Current account - £9399.58

Bus account - £6032.40

(b) To note NJC pay scale for 2021/22 and Clerk's pay adjustment of £41.40 for the year

(c) To note LCC Grass Cutting Agreement allowance for 2023 at £739.46

(d) The LALC web hosting provision was due for renewal at a cost of £150 p.a. for 10 hours hosting. Members were asked to consider and approve renewal of the contract for 2022/23

(e) To approve payment of outstanding invoices and payments already made as detailed in Appendix A (attached)

It was proposed by Cllr Hewitt, seconded by Cllr Hammond and:-

RESOLVED – (a) that items (a) to (e)(above) be noted and approved.

It was further proposed by Cllr Devereux, seconded by Cllr Hammond and:-

RESOLVED – (b) that the Accounts for the year ended 31 March 2022, as presented, be approved; and

(c) that the report of the Internal Auditor be noted, with thanks.

It was proposed by Cllr Hammond, seconded by Cllr Clayton and:-

RESOLVED – (d) That the Annual Governance Statement in the Annual Return for the year ended 31 March 2022 be noted with answers of 'yes' to all relevant questions.

It was further proposed by Cllr Hewitt, seconded by Cllr Clayton and:-

RESOLVED – (e) That the Accounting Statement in the Annual Return for the year ended 31 March 2022 be noted and approved

It was proposed by Cllr Freeman, seconded by Cllr Hewitt and:-

RESOLVED – (f) That the Chairman and the RFO sign the Certificate of Exemption to certify the Parish Council as exempt from a Limited Assurance Review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

94. Planning Matters

To note Planning decisions received:-

S/070/00113/22 - HOLLY OAK, BOND HAYES LANE, HAGWORTHINGHAM
Planning Permission - Extension to existing dwelling to provide a conservatory. APPROVED

Hagworthingham Parish Council raised no objections to this application.

Members noted the foregoing.

95. To receive reports from Councillors relating to outstanding projects

Cllr Done wished to highlight some tree works needed to trees on the Church Lane lay-by and the Clerk undertook to contact LCC Highways in this regard.

96. To receive reports from the Clerk in relation to Council matters

There were none.

97. To confirm the date of the next meeting of the Council

It was proposed, seconded and:-

RESOLVED – That the date of the next meeting of the Parish Council be agreed as Monday 4 July 2022 JJ's Café at 7.30 p.m.

The meeting closed at 8.18 p.m.