

Bressingham and Fersfield Parish Council

Clerk: Mike Mortimer, Lime Tree Farmhouse, Common Road, Shelfanger, Norfolk IP22 2DR
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Summons to: All Parish Councillors

Copy: Cllr Weeks, SNDC, Cllr Spratt, NCC

Annual Meeting of the Parish Council Monday 12th of May 2014 at 7.30 at Fersfield Church AGENDA

- 1 Election of a Chairman
- 2 Apologies for absence
- 3 Declaration of Interests
- 4 To agree the minutes of the meeting of the 3rd March
- 5 Matters arising from the minutes
- 6 Report from County Councillor Spratt
- 7 Report from District Councillor Weeks
- 8 Standing Orders
 - To consider adopting Standing Orders
 - To consider whether to adopt an existing form
 - To consider creating an individual form
- 9 To consider producing a PC's starter pack
- 10 Correspondence
- 11 Planning
- 12 Finance – To agree the accounts and complete the external audit
- 13 Any Other Business
- 14 Date of next meeting

Mike Mortimer
Parish Clerk

Bressingham and Fersfield Parish Council

Minutes of the Annual Meeting held on the 12th of May 2014

The meeting opened at 7.30 p.m.

Present

Councillors – Vice-Chair, Mrs J Delasalle, Mrs L Holly, Mr R Hewitt, Mr K Traynier, District Councillor Mr K Weeks, Mrs J Harvey, Mike Mortimer, the clerk and several members of the public.

1 Election of Chair

Mrs Delasalle was elected unanimously.

2 Apologies

Mrs L Pearce, Mr B Claybrook, Ms P Dowling, Mrs T Marshall and Mr B Spratt.

3 Declaration Of Interests

None.

4 To agree the Minutes of the meeting held on the 3rd of March

The Minutes were agreed.

5 Matters arising from the minutes

Mr Hewitt reported some works to the roads some of which he believed to be temporary with Highways intending to overlaying them at a future date.

6 Report from County Councillor Spratt

Mr Spratt was unable to attend.

7 Report from District Councillor Weeks

Mr Weeks explained how the distribution of funding to parishes and Neighbourhood Areas was changing and made Parish Councillors aware of funding sources including one in his direct control.

8 Standing Orders

Consideration of adopting Standing Orders was postponed till the next meeting.

9 PC's Starter Pack

This item was postponed till the next meeting.

10 Correspondence

The clerk read a letter from the CAB requesting a donation. It was agreed that a donation of £100 be made.

11 Planning

A report was made available.

12 Finance

The annual accounts were accepted and the external audit submission completed.

13 Any Other Business

The condition of the land at Pipers Piece let for horses and what to do about it was raised. The tenant agreed to find out the cost and feasibility of making it satisfactory and contact with the clerk with his findings.

The possibility of a voluntary group carrying out maintenance work around the parish – sign cleaning, grass cutting, bulb planting etc – was discussed. It was made clear that though a very positive idea the Parish Council was in no position to take responsibility for it though it could be possible that donations towards expenses be made. Mr Traynier agreed to pursue the possibility.

14 Date of next meeting

7th of July at Fersfield Church.