

# **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 Thursday the 19<sup>th</sup> of May 2011 at 7.30 in the Village Hall**

### **AGENDA**

- 1 Election of Chairman
  - 2 Co-opting of Councillors
  - 3 Apologies
  - 4 Declaration of Interests
  - 5 To agree the minutes of the meeting of the 7<sup>th</sup> of March 2011
  - 6 Matters arising from the minutes
  - 7 Report from County Councillor Spratt
  - 8 Report from District Councillor Weeks
  - 9 Parish Plan Update
  - 10 Highways
  - 11 Planning
  - 12 Finance
  - To agree the 2010/2011 accounts and the external audit submission
  - 13 To consider updating the Parish and villages website.
  - 14 Any Other Business
  - 15 Date of next meeting
- Mike Mortimer  
Parish Clerk

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## **Bressingham and Fersfield Parish Council**

### **Minutes of the Meeting held on the 19<sup>th</sup> of May 2011**

The meeting opened at 7.30 p.m.

#### **Present**

Councillors - Chairman, Mr R Aves, Mr D Craggs, Mrs S Craggs, Mrs E Handy, and District Councillor Mr K Weeks.

Also present was Mrs J Harvey, Ms J Porter, four former Parish Councillors, two members of the public and the Clerk, Mike Mortimer.

#### **1 Election of Chairman**

Mr Aves was unanimously elected as Chairman.

#### **2 Co-opting of additional Parish Councillors.**

There were five vacancies on the council. Mrs Handy expressed the view, which was accepted by the rest of the council, that Fersfield should be represented by three Parish Councillors as before the election. Mr Cattermole was co-opted as one. As there were no other candidates from Fersfield at the meeting it was agreed to postpone co-opting of Parish Councillors to represent Fersfield until the next meeting. Some views were expressed that many people didn't seem to understand that they could become part of the Parish Council and it was agreed that an attempt should be made to make people more aware. It was further agreed that the vacancies should be

advertised and every household in Fersfield sent a notice to the effect that co-opting of Parish Councillors would take place at the next meeting on the 4th of July. Ms Porter was co-opted to fill one of the vacancies for Bressingham. Mr Hodges and Mr Bartrum who were both willing to be co-opted agreed to await the outcome of the search for representatives.

Mr Cattermole was unanimously elected as Vice-Chairman.

**3 Apologies**

County Councillor Spratt

**4 Declaration Of Interests**

None.

**5 To agree the Minutes of the meeting held on the 7th of March 2011**

The Minutes were agreed.

**6 Matters arising from the Minutes**

Mr Craggs raised the matter of the Highway Rangers and it was agreed to deal with the matter under Highways.

At this point the meeting was closed for a statement from Dr Kinnear-King as an outgoing Parish Councillor and representative of the Town Lands Charity. Dr Kinnear -King pointed out that the charity needed two new trustees and had suggested Mrs Handy and Mr Byrne who had both agreed to take on the role. On the matter of the re-instatement of footpaths on land owned by Hallsworth he reported that despite a letter from the Clerk re-instatement hadn't occurred. The Clerk was asked to write again.

The Chairman, on behalf of the Parish Council, expressed his sadness at the departure of such a long serving member and thanked Dr Kinnear-King for all his work over several decades. The whole Council wished him well in his future in France.

The meeting was then re-opened.

**7 Report from County Councillor Spratt**

Mr Spratt sent his apologies

**8 Report from District Councillor Weeks**

Mr Weeks said that he had little to report so soon after the election.

**9 Parish Plan**

Mrs Craggs informed the meeting that copies of the plan would be delivered to all households in the next three weeks and that an event to showcase what had been done and kick-start the next stage would be held on the 18th of June at Fersfield Church.

**10 Highways**

Mr Craggs reported that despite sending suggestions to the Highway Rangers regarding areas for their attention there had been no sign of any work done. It was agreed that in future Councillors would send the Clerk suggestions for the sort of roadside maintenance the Rangers carried out which he should pass on. The Clerk read a report from Mr Harvey, the Footpath Warden. The Chairman expressed his gratitude to Mr Harvey for his unstinting work.

**11 Planning**

A report was provided.

Confusion over the sign at the Chequers pub was expressed by several members. The Clerk was asked to write to the owners again expressing the view of the Parish Council that a chequer tree, rather than a chequer board be the image on the sign. Mr Craggs volunteered to search out any photos showing the board with tree before the fire.

**12 Finance**

A report was provided.

All Councillors had been provided with a copy of the annual accounts for 2010/2011 which were agreed. The Annual Return to the external auditors was agreed.

**13 To consider updating the parish and villages website.**

Mrs Handy demonstrated the proposed website which she, along with David Last and Ken Webb, had developed. The Parish Councillors expressed their approval and it was agreed that the set up cost of £209 and annual update cost of £65 be paid.

**14 Any Other Business**

The Chair of the Allotment Association who was at the meeting reported that the owner of a neighbouring property was walking his dog on the allotment paths. The Clerk was asked to write to point out that the allotments were for holders only and that dogs were not allowed.

Mrs Handy referred to the sign in the village hall with the initials BVH and wondered if it should have a reference to Fersfield too. It was agreed that the matter should be pursued with Allan Byrne, Chairman of the Village Hall Association.

**15 Date of next meeting**

4th of July 2011 to be held at Fersfield Church.

The meeting ended at 9.45