

# BRANDON PARVA, COSTON, RUNHALL & WELBORNE PARISH COUNCIL - MEETING MINUTES

Wednesday 18 May 2022, 7:30pm, Welborne Village Hall.

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Present.

Councillors – Simon Guest, Peter Wood, Andrew Egerton-Smith and Donna Dean along with the clerk Bev Long.

1. To receive and accept any apologies.  
Mike Webb and Clare Kay – apology accepted.
2. To receive declarations of interest in items on the agenda and requests for dispensation.  
None
3. Election of Officers – Chair & Vice Chair.  
Simon Guest was nominated as Chair – proposed by Peter Wood and seconded by Andrew Egerton-Smith – all agreed. No nominations were received for vice chair.
4. Declaration of acceptance of office – Chair.  
Declaration of acceptance of office signed by chair – Simon Guest.
5. Register of interest.  
Clerk advised all to check their registers of interests and to update if necessary.
6. To approve the minutes of the meetings held on 9 March 2022 and 5 April 2022 (planning)
  - 6.1 Minutes – both meetings - were approved and signed by the chair.
7. Matters arising from the minutes – not covered elsewhere.
  - 7.1 Annual Parish Meeting – not very well attended but everyone felt it was a good meeting.
  - 7.2 Queen’s Platinum Jubilee Grant Application – money had been awarded from South Norfolk Council. Amount to be shared between the two events in the Parish in Welborne and Runhall.
  - 7.3 Norfolk Lieutenancy Covid commemorative plaques - Welborne Village Hall have agreed to display one inside the village hall. Clerk to look at fixing others onto or near the notice boards in the 3 other villages in parish.

## 8. Matters for discussion.

8.1 GDPR – no issues to report.

8.2 Co-option – no interest has been expressed. To be placed in the next newsletter and councillors encouraged to ask parishioners.

8.3 Proposed new footpath – Mike heard nothing further from Barnham Broom Parish Council or their chair – clerk to write to council.

8.4 Litter wardens – no interest has been shown.

8.5 Digital/Mobile coverage during power failure. Recently experienced in the parish – Simon to speak with Margaret Dewsbury.

## 9. Planning Matters

9.1 Planning History/decision 2022 – Simon update the council on recent application.

9.2 Planning application – South Norfolk – 2022/0896. Replacement machinery storage building – Greenacre, Welborne Rd, Welborne. NR20 3FL. Council agreed a neutral stance with no comments.

9.3 Any time limited planning – none

## 10. Residents questions.

None received

## 11. Reports from Litter wardens, District Cllr, County Cllr, & Parish Cllrs

None.

## 12. Public Rights of Way (PRoW)

12.1 Update report – BR12 – dip issue, full of water – Simon to report to Highways. FP7 – Norfolk County Council have been requested to look into this situation.

## 13. Highways

13.1 Highways outstanding issues reported – Simon gave report and it was noted that some pot holes had been filled.

## 14. Finance

14.1 Accounts for approval – agreed by council and signed by chair

14.2 Annual Audit

a. Annual Internal audit report – report given to council

- b. Annual Governance Statement – section 1 – approved by council and signed by chair
- c. Accounting Statements – section 2 – agreed by council and signed by chair
- d. Certificate of Exemption – agreed by council to certify itself as exempt – signed by chair

14.1 Cheques were approved and signed – Grants payments as approved at January 2022 meeting – Runhall Recreation Ground £126, Runhall Play Area £210. Information Commissioners Office, data protection annual fee £40, South Norfolk Platinum Jubilee grant payments Runhall Community Group £100 and Welborne Church & Village Hall £100.

15. Correspondence, including circulated items via email prior to meeting not included elsewhere.

None.

16. Next meeting date

Change of date agreed – if hall vacant to 12<sup>th</sup> July 2022

17. News from BPCR & W Parish Council – agree items for next edition

Agreed items to be included – Chair, Annual Parish meeting, Jubilee events in parish, volunteers, digital/mobile coverage.

There being no further business the meeting closed at 8.15pm