

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

Wednesday 17th May 2023, 7:30pm, Welborne Village Hall.

Present.

Councillors – Simon Guest, Peter Wood and Andrew Gill, along with the clerk Bev Long, County Councillor Margaret Dewsbury and 1 member of the public.

1. To elect a Chair for the forthcoming year.

Simon Guest was nominated as Chair – proposed by Peter Wood and seconded by Andrew Gill.

2. To elect a Vice Chair for the forthcoming year.

Andrew Gill was nominated as Vice chair – proposed by Peter Wood and seconded by Simon Guest.

3. Co option to fill two vacancies arising from the election process.

One application had been received from John Baldock. John addressed the meeting and all councillors present agreed co option onto the council. John signed the declaration of acceptance of office form and continued the meeting in the capacity of councillor.

4. To receive and accept any apologies for absence.

Apologies received and accepted from Mike Webb and Clare Kay – it was agreed declaration of acceptance of office form signing could be delayed until our next meeting.

5. To receive declarations of interest in items on the agenda and requests for dispensation.

None

6. To approve the minutes of the meeting held on 8th March 2023

Minutes approved and signed by the chair.

7. Matters arising from the minutes – not covered elsewhere.

7.1 Annual Parish Meeting – feedback – although sparsely attended it was agreed that it was a nice pleasant social evening but a presentation was required for next year's meeting.

7.2 Kings Coronation Grant – received from South Norfolk. Planned event in Runhall was well attended and lots of work cleaning and painting the boundary fence was achieved.

7.3 Enforcement report – Nightingale Care Home – no further information has been received.

8. Matters for discussion.

8.1 GDPR - none

8.2 Roles – wardens – Simon to follow up if current wardens who are no longer councillors wish to continue in their roles.

8.3 Digital/Mobile coverage during power failure – Simon had received more information from Margaret Dewsbury – will follow up with Donna.

9. Planning Matters

9.1 Planning History/Decisions 2023 – report given by Simon – nothing further since our last meeting.

9.2 South Norfolk Application – 2023/0941. Replace tiles and ancillary works to single storey extension – Cobwebs, Herring Lane. Coston. NR9 4DT. Councillors approved with no issues with application.

9.3 Any time limited planning - none

10. Residents questions

None

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

11.1 Margaret Dewsbury gave a brief report including – 5 men and 5 women now sit on the cabinet and Health & Adult services are now split with new leaders,

12. Public Rights of Way (PRoW)

12.1 Update given via Simon’s report – no feedback received from wardens.

13. Highways

13.1 Highways outstanding issues report – highways have been contacted regarding number of ‘verge cuts’ for this year. Accident reported at Brandon Parva Crossroads – to be included in the newsletter.

13.2 Rangers update - all issues reported to Rangers – update expected in 6 weeks.

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. Certificate of exemption – agreed by council to certify itself as exempt – signed by chair.

c. Annual Governance statement – section 1 – approved by council and signed by chair.

d. Accounting statements – section 2 – agreed by council and signed by chair.

14.3 CIL report – a further payment of £141.84 had been received.

14.4 Cheques were approved and signed – Zurich Municipal – insurance renewal £167.44, Information Commissioners Office annual renewal for data protection - £40, South Norfolk Kings Coronation Grant payment to Runhall Community Group - £200

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

15.1 Barnham Broom & Upper Yare Remembrance Project – agreed a £20 one off payment.

16. Next meeting date – 12 July 2023

17. News from BPCR & W Parish council - agreed items for next edition

- Election, Co-option, Coronation Grant, Roads/verges, Mobile Library

There being no further business the meeting closed at 8.15pm