

**BRANDON PARVA, COSTON, RUNHALL & WELBORNE
PARISH COUNCIL - MINUTES OF ANNUAL PARISH MEETING**
Wednesday 29 May 2024, 7:30pm, Welborne Village Hall.

Present.

Councillors – Simon Guest, Peter Wood, Mike Webb and Andrew Gill, along with the clerk Bev Long, County Councillor Margaret Dewsbury, District Councillor Richard Elliott and Darren Wood - Nutrient Neutrality.

1. To elect a Chair for the forthcoming year.

Simon Guest was nominated as Chair – proposed by Mike Webb, seconded by Peter Wood and unanimously agreed.

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

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

3. To receive and accept any apologies for absence.

Apologies received and accepted from John Baldock and Clare.

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

Mike Webb declared an interest in planning item 2024/1014 Welborne Village Hall.

5. To approve the minutes of the meeting

5.1 Held on 6 March 2024 - approved and signed by the chair.

5.2 Held on 28th March 2024 (planning) – approved and signed by the chair.

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

6.1 Co-option – no interest received.

6.2 Enforcement report – nothing further received.

6.3 Annual Parish Meeting feedback – very good speaker.

7. Matters for discussion.

7.1 GDPR - none

7.2 Pride in Place Community Grant – Runhall Community Group report was read, council agreed for the Long family to plant bulbs around/under the four notice boards in the autumn up to a maximum of £100 from the grant received.

7.3 Nutrient Neutrality Scheme – Darren Wood spoke to the council about the scheme which has been approved by South Norfolk Council. He highlighted issues with planning, pollution in rivers

in Norfolk, old septic tanks, developers buying credits and the scheme for homeowners to replace septic tanks. More details can be gained from their website www.norfolknutrientneutrality.co.uk or by phoning 01328 854549. Details to be included in the next newsletter and placed on the notice boards.

8. Planning Matters

8.1 Planning History/Decisions 2023/24 – report given by Simon as per the last minutes.

8.2 South Norfolk Applications

– 2024/1076 – Construction of a new 3 bay cart lodge with officer over, Victoria House, Runhall NR9 4DN. The council have no objections to this application.

8.3 Any time limited planning

- 2024/1389 – Variation of condition 2 of 2023/3270 – (2) 2 no. additional windows and 4 no. roof windows are proposed, Orchard Cottage, Welborne NR20 3LE. The council have no objections to this application.

- 2024/1014 – creation of play area, Welborne Village Hall, Welborne NR20 3LH. The council supports this application.

9. Residents questions

None

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

10.1 Richard Elliott gave a brief report – annual report has been sent, District services – bins/planning etc day to day work. Grant funding awarded to Runhall Play area has been transformational – well done to them. Community Action Funding now £150,000 with £20,000 applications considered.

10.2 Margaret Dewsbury gave her report highlighting compost awareness week, foster carers required, creativity/wellbeing week and youth members of parliament. A full report had been previously emailed to councillors.

11. Public Rights of Way (PRoW)

11.1 Update given via Simon's report – Banham fields path, Crossfield paths and dip on BR2 discussed. Simon to speak with Highways.

12. Highways

12.1 Highways outstanding issues report – discussed verge cutting – which is being discussed at Norfolk County Council next week and a decision made. Church Rd sign in Welborne damaged – Peter to send clerk photo who will then report to South Norfolk.

13. Finance

13.1 Accounts for approval – agreed by council and signed by chair.

13.2 Annual Audit 2023/2024

- a. Annual internal audit report – report given to council -completed, new auditor.
- 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.

13.3 CIL report – currently £343.90 held in account. £202.06 expires in April 2025. Item to be included on next agenda.

13.4 Cheques were approved and signed – Zurich Insurance £167.44, Norfolk Parish Training & Support subscription £55, Information Commissioners Office annual registration £40. Runhall Play Area Pride in Place community grant £100 approved cheque to be signed at next meeting once payable to has been established.

14. Correspondence – including circulated items via email prior to meeting not included elsewhere - none

15. Next meeting date – 17 July 2024

16. News from BPCR & W Parish council - agreed items for next edition
- co-option, nutrient neutrality, annual parish meeting, foster carers, verges.

There being no further business the meeting closed at 8.34pm