**BEIGHTON PARISH COUNCIL**

**BEIGHTON AND MOULTON ST. MARY**

**Minutes of the Annual Meeting of Beighton Parish Council held on Tuesday, 10th May 2016 in Beighton Village Hall following the Annual Parish Meeting**

**Present:**

Carol Phillips (Chairman)

Alex Fegan Read (Vice-chairman)

Val Mack, Ivan Cator, Ed Matthews, Peter Howell and Joe Wright

Parish clerk Pauline James

District Councillor Grant Nurden

One member of the public

**Public Forum:**

No comments were raised as all topics had been covered at the earlier Annual Parish Meeting.

**Election of Chairman and Vice-Chairman:**
Carol Phillips was re-elected Chairman of the Parish Council and signed a Declaration of Acceptance of Office. Alex Fegan Read was re-elected Vice-Chairman.

**Declarations of interest in item on the agenda and any requests for dispensations:**

Peter Howell and Ed Matthews reminded the meeting that they are both on the Village Hall committee. Val Mack declared an interest in any discussion about a payment to her son Jamie for the village signs.

**Apologies:**

None.

**Minutes:**

The minutes of the meeting dated 8th March 2016 were agreed to be correct and were signed by Carol Phillips, as Chairman of the Parish Council.

**Clerk’s Report and Matters Arising:**

1. Broadland District Council has placed an order for a replacement street nameplate for Hopewell Gardens, to show the correct order of the numbering of the houses.

2. Norfolk County Council has not yet confirmed the extent of their ownership of the verges outside Beighton Church.

3. Additional volunteers are needed to set up a Speedwatch group.

4. It was noted that the installation of the defibrillator at Beighton Village Hall should be completed shortly. The owners of Moulton Garden Centre have offered to have a defibrillator installed at the centre.

**Correspondence:**

1. The internal audit report from John Gallop was presented to the Council. He had reported no comments on the accounts.
2. Circle Anglia are to cease cutting the grass in front of the houses at Acle Road, Moulton. This was noted.
3. After some discussion it was agreed not to renew the Norfolk Association of Local Council subscription. This will be reviewed at a later date.

 **Accounts and Annual Return:**

The clerk presented the Accounts for the year ended 31st March 2016. These were accepted and signed by the Chairman and clerk. The Annual Return Governance Statement (Section 1) was read and approved and was signed, along with Accounts (Section 2).

**Treasurer’s Report:**  £

Balance b/f at 8th March 2016 236.48

**Receipts:**

Charity – reimbursement of monies 735.00

HMRC – VAT refund 110.00

Interest received 0.83

Precept – 1st half 2,988.50

**Payments:**

Clerk’s fee and expenses 256.20

HMRC – PAYE May 27.60

HMRC – PAYE June 27.40

Beighton Village Hall – room hire 17.00

Norfolk Pension Fund – May 38.55

Norfolk Pension Fund – June 38.55

AON Insurance 268.46

Beighton Building Services – hatch in hall 180.00

Community Action Norfolk – subs 20.00

John Gallop – internal audit 75.00

Beighton All Saints – grasscutting 350.00

Moulton Churchyard – grasscutting 350.00

Balance c/f at 10th May 2016 2,422.05

Deposit Account – general reserves 2,853.69

Deposit Account – earmarked reserves (+ CIL monies) 6,580.24

Total Monies 11,855.98

The above payments were authorised.

**Planning:**Details of a proposed development at South Burlingham/Lingwood were noted.

**Village Signs:**

 Carol Phillips reported that the cost is likely to be about £1,450 each, plus the posts and the fixings. This price was accepted and it was agreed to have both signs made as soon as possible. The Council acknowledged the importance of Jamie Mack’s input into the design of the signs and discussed ways to compensate him for his time.

 It is likely that the land at Acle Road, Moulton is owned by Norfolk County Council. The clerk will apply for permission to site one sign near to the letter box. The land at Hopewell Gardens is owned by Circle Anglia. The clerk will write to them for permission to site the Beighton sign on that land.

**The next meeting is on Tuesday, 12th July, at 8.00pm**

There being no further business, the meeting was closed.

Signed............................................................ Dated: 12th July 2016

 Chairman