

## **GREAT MOULTON PARISH COUNCIL**

Minutes of the Great Moulton Parish Council Ordinary Meeting  
held in the Coronation Hall Carr Lane Great Moulton NR15 2LA  
on Thursday 15<sup>th</sup> June 2023 at 7.00pm

Present: Cllrs C Bailey (Chair), Timms (Vice-Chair) & K Bailey  
Libby Alexander (Clerk)  
DCllr Stephen Ridley  
1 member of the public was in attendance

### 1. Apologies for absence

No apologies received.

### 2. To co-opt Mr Mohammed Negm and Mr Sam Morgan to the Parish Council

Following the receipt of applications from Mr Negm and Mr Morgan it was unanimously agreed to co-opt them to the Parish Council.

### 3. To record Declarations of Interest from Council Members in any item to be discussed

Cllr C Bailey, Item 8.9 Schedule of Payments.

### 4. To agree and sign the Minutes of the Annual Parish Council Meeting on 18 May 2023

The minutes were duly agreed and signed.

### 5. To agree and sign the Minutes of the Ordinary Parish Council Meeting on 18 May 2023

The minutes were duly agreed and signed.

### 6. Matters arising from the Minutes of the Meetings on 18 May 2023

The Clerk reported that the asset register still needed to be updated and would present this at the next meeting. Cllr C Bailey confirmed that Mr Gibson was happy to continue as the wildlife warden.

### 7. Public Participation including report from the District Councillor

There were no matters arising from the Public.

Cllr Ridley reported that there was not much to report from the Council as the new Councillors were undergoing training. The first committees were being held the following week.

The Council AGM was held on 24 May where John Fuller was re-elected as leader for the 17th consecutive year. The Chairman of the Council is still James Easter who was re-elected for a second year. Cllr Ridley was elected Chairman of the Finance, resources, audit and Governance committee. He is also a member of the Scrutiny committee, which scrutinises the actions of the Council and Cabinet, of which Cllr Jeremy Rowe is Chairman. The first Finance meeting will be held on 14<sup>th</sup> July and the next full Council meeting on the 17<sup>th</sup> July. A Bi-election for the vacant County Council seat of West Depwade will take place on the 13 July 2023.

The move into the new Council premises (the Horizon Building) was fully completed, all staff (South Norfolk and Broadland District Councils) had relocated and meetings were taking place there. The old premises (Thorpe Lodge) were now closed.

Cllr C Bailey asked if there was any progress with the situation at the Old Vineyard. He confirmed that the Enforcement notice was still in place, but that he would look into it further and report back at the next meeting.

## 8. Finance

### 8.1 Balances of Accounts

The Clerk reported that as of the 19 May 2023 the Current Account balance was £20,859.31 and the Savings Account balance was £401.27.

### 8.2 To appoint Internal Auditor

Unanimously agreed to re-appoint Sonia Blythe as the Internal Auditor for 2023/24.

### 8.3 To consider the Internal Auditor report for the year ending 31 March 2023

Unanimously agreed to accept the Internal Auditor Report for 2022/23.

### 8.4 To agree the accounts for the year ending 31 March 2023

Unanimously agreed to accept the accounts for 2022/23.

### 8.5 To consider whether to declare exemption from an external audit and if so to authorise the Clerk and the Chairman to sign the form

Unanimously agreed to declare exemption from an external audit. The Clerk and Chairman duly signed the form.

### 8.6 To consider the assertions on and complete the Annual Governance Statement 2022/2023 and to authorise the Clerk and Chairman to sign

Unanimously agreed the assertions and completed the Annual Governance Statement 2022/23. As the Chairman had finalised the year end accounts as Acting Clerk, it was agreed for the Vice Chairman to sign the statement along with the Clerk.

8.7 To consider and approve the Accounting Statements 2022/2023 and to authorise the Chairman to sign

Unanimously agreed and approved the Accounting Statements 2022/23. As the Chairman had finalised the year end accounts as Acting Clerk, it was agreed for the Vice Chairman to sign the statements along with the Clerk.

8.8 To note the period for the Public to Exercise their Rights to run from Monday 26th June to Friday 4th August 2023

Duly noted.

8.9 To approve the attached schedule of payments

The schedule of payments was duly approved and forms part of these minutes.

8.10 To review the banking arrangements and mandate of the Council

The change of mandate form is currently with Barclays to enable online banking to be set up. Once this is actioned, the mandate will require updating again with Cllrs Timms, Negm and K Bailey as signatories.

9. Accounting Package – to receive an update from Cllr C Bailey/Clerk

Cllr C Bailey reported that the Rialtas accounting package was now set up on the laptop and training was planned for 19 June.

10. Planning Applications

2023/0875 | Agricultural Occupancy | Broadgate Nurseries, Broadgate Lane, Great Moulton, Norfolk, NR15 2HX

A letter had been received from SNDC informing that the above application had been withdrawn.

11. Maintenance of the old telephone box

Cllr C Bailey reported that the telephone box housing the defibrillator had ivy growing in it and also that the door was rotting away. Cllr K Bailey agreed to research the options available for replacing the door and would report back at the next meeting.

12. Great Moulton Times Report

The Clerk reported that she had contacted Hellen Hammond (ex Councillor) regarding the next issue of the Great Moulton Times (due 1 July). This was in production and was awaiting a report from the Council and the Coronation Hall when she would then be able to send a draft for approval and for it to be printed. Cllr C Bailey confirmed she would send her a Coronation Hall report. It was agreed that the Parish Council report should be an introduction to the new Councillors and Clerk. The Clerk agreed to collate photos and text from the Councillors and send to Hellen. Cllr C Bailey confirmed she would create a map of delivery routes for distribution of the July edition. The Clerk would also liaise with Hellen for details of the current routes for distribution.

Regarding the future of the Great Moulton Times it was agreed that consideration needed to be given to its future production, now that Hellen Hammond was no longer a Councillor. It was agreed to discuss this at the next meeting once the current edition was published and in advance of producing the October edition.

13. Coronation Hall – to receive a verbal report

Cllr C Bailey reported that a successful quiz had been held. The next event was a Rock 'n' Roll Night on 8 September, the next quiz was on 7 October and the Christmas Fayre was on 2 December.

14. To receive the Footpath Wardens Report

The Footpath Warden was not in attendance but had reported in advance of the meeting that there were no major problems and all footpaths were clear.

15. To receive the Wildlife Wardens report

The Wildlife Warden was not in attendance and no report was available.

16. To approve the date of the next ordinary Meeting of Great Moulton Parish Council and accept any items for the agenda

The next meeting date was set for Thursday 20 July 2023 at 19:00.

There being no other business the meeting closed at 20:30.

SIGNED:

DATED: