**Morley Parish Council**

Draft Minutes of Annual Parish Council Meeting held at Morley Village Hallat 7.30 pm on 21 May 2018

**Present:** Craig McLeod (Chairman) (CM), David Hastings (DH), Brian Clarke (BC), Jon Blake (JB)

**In attendance:** Gareth Roderick-Jones (Parish Clerk)

1 **To elect the Chairman of the Parish Council**

Cllr McLeod proposed JB, seconded BC and agreed unanimously

 Cllr McLeod having accepted the nomination, he was duly elected

**2 To elect other officers of the Parish Council**

The council decided that with such small numbers, a formal Vice-Chair was not required

**3 To receive any apologies** none

4 **To accept and sign the minutes from 16 April 2018** The minutes were accepted unanimously and signed.

5 **To accept any declaration(s) of interests** none

6 **Adjournment for Public Participation** none (see separate minutes for Annual Parish Meeting)

**7 Report from District and County Councillors** none

**8 Matters Arising** none

**9 Planning matters**

a 2018/1017 Poultry Sheds east of Victoria Lane, Deopham (previously circulated to councillors)

 - any comments to be sent to the clerk by the end of May

**10** **Highways Issues:**

a SAM2 update: deferred to next agenda

 b Fly tipping: JB has dealt with the dumped material

c Others:

* + 30mph sign on Deopham Road near Buck crossroads – still rotted and in need of repair/replacement – GRJ to follow up
	+ clock sign still missing from jubction of Norwich Road and Golf Links Road – GRJ to follow up
	+ Crooked WigWag has now been straightened
	+ Wil Smith has been sent a reminder that an invoice is due, and to include a calculation for maintaining the new trod path
	+ NCC have acknowledged our cheque towards the improvements to Golf Links Road

**11 Financial Matters**

 **a** The following payments were proposed CM, seconded BC and approved unanimously:

|  |  |  |
| --- | --- | --- |
| **payee** | **description** | **amount** |
| Gareth Roderick-Jones | salary May 2018 | £194.86 |
| W J Turner and Partners | rental – Turner Field | £160.00 |
| The Milestone Society | towards cost of milestone repairs | £50.00 |
| Came & Co | annual insurance premium | £1078.00 |

b NOTE bank balances as at 30 April 2018

 current account £4,353.74

 savings 1 £748.00

 savings 2 £100.31

 Balance £5,192.05

 c Approval of invoice for 60% of insurance premium from Village Hall Committee

Invoice deferred. We are waiting for written confirmation that the 2018-19 policy fully covers the 2018 Beer Festival (9-10 June). We have had a verbal assurance. For next agenda.

**12 South Norfolk Climbing Club Governance Document**

Agreed in principle but still not signed. For the next agenda.

**13 Asset of Value to the Community**

The listing held by South Norfolk District Council of the Buck as an Asset of Value is still valid until December 2019.

**14 Land opposite The Buck**

An update on the status of this land is needed from District Councillor Edney. For the next agenda.

**15 Broadband provision: update**

Openreach have completed their work and have carried out line testing. Some dwellings are already online. All should be completed during June 2018

**16 Village Hall Carpark maintenance**

 For next agenda after councillors have had a chance to consider the budget

**17 New Benches**

Freddy West has offered up to three benches, free of charge, which he has made from recycled composite materials. One can be placed at the Turner Field. The council need to decide the other locations. JB will deal with the installation. CM will organise brass plaques. For the next agenda.

**18 Correspondence** as circulated to councillors and noted

**19 Personnel**

 Councillors continue to ask members of the community who might wish to become councillors

**20 Any Other Business/Items for the Next Agenda**

Asset Register has been updated to reflect purchase of SAM2 and circulated to councillors. To be approved at next meeting.

Internal auditor urgently required to finalise 2017-18 Annual Return. Annual Return figures have been completed and agreed ready for audit. JB will ask D Eckles, or R Cordey to do the internal audit, and inform GRJ accordingly.

General Data Protection Regulations – GRJ is working on adapting generic documents for publication on the website. He will circulate drafts to councillors for approval and then publish. For discussion at the next meeting.

Other items for the next agenda as detailed in items above.

**21 Date of Next Meeting**

21 June 2018 at 7.30pm