**Morley Parish Council**

Draft Minutes of Annual Parish Council Meeting held at Morley Village Hallat 7.30 pm on 22 May 2017

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

**In attendance:** Gareth Roderick-Jones (Parish Clerk), County Councillor Margaret Dewsbury, District Councillor Michael Edney

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 the Vice-Chairman**

Cllr Eckles proposed CM, seconded JB and agreed unanimously

 Cllr Eckles having accepted the nomination by email, he was duly elected

**3 To receive any apologies** David Eckles (DE)

4 **To accept and sign the minutes from 10 April 2017** 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**

**County Councillor Dewsbury** had no additional information to give.

**District Councillor Edney** discussed the following:

 update on anaerobic digestion plant application: the agents for the applicant have been very slow to respond, but still need to be given time to formulate responses so that this can be resolved in Committee. The earliest date for that is now 21 June.

 there is currently a “Call for Sites” which could lead to some changes to development boundaries. The call includes small sites for dwellings, and details can be found on the SNDC website.

**8 Matters Arising** none

**9 Planning matters**

a 2017/0894/5 Morley Manor: new garden room, extension to existing outbuilding etc (as circulated to councillors) – no comment

b 2017/0814 land adjacent to The Swallows, Home Farm Lane: new dwelling (as circulated to councillors)

 - GRJ will check that this is within the development boundary, but otherwise no comment

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

a Golf Links Road: ongoing. Paul Sellick is looking into various possible solutions; JB and CM will follow up with Paul Sellick and Bob West

 b SAM2: JB has agreement from Highways that we can use existing posts for the SAM2

c Highways Department reorganisation. An email from the area’s new Highways Engineer, Bob West, has been circulated to all councillors and noted.

**11 Financial Matters**

 **a** The following payments were approved unanimously:

|  |  |  |
| --- | --- | --- |
| **payee** | **description** | **amount** |
| Gareth Roderick-Jones | salary May | £194.86 |
| NALC | annual subscription | £135.52 |
| TTSR Ltd | grounds maintenance | £1137.96 |
| Came & Co | annual insurance premium | £1113.31 |
| BL Clarke | repairs to village hall car park | £720.00 |

b Balances as follows as at 28 April 2017 were noted:

 current account £6404.93

 savings 1 £1746.91

 savings 2 £100.24

 less outstanding cheques £200.00

 Balance £8052.08

 c This balance includes the first instalment of the precept and the annual grant from SNDC (noted)

**12 Correspondence:** correspondence previously circulated to councillors was noted. The request for a charitable donation from Norfolk Family Mediation was considered but was rejected as there are issues closer to home which need the support of the Parish Council.

**13 To approve arrangements for the internal audit**

The annual internal audit will be carried out by Jenny Robson, who carried out last year’s audit for a fee of £40

proposed CM, seconded DH and agreed unanimously

**14 To approve the figures for the Annual Return 2017 (external audit) documentation**

Annual Return and reconciliations previously circulated to councillors

 Figures agreed: proposed CM, seconded DH and agreed unanimously

**15 AOB/Items for next agenda**

* the new trod path is getting overgrown: GRJ will obtain quote from TTSR to include this in their maintenance schedule
* bird repellent on play equipment: JB will monitor
* the playing field car park is being used by people other than those using the field – to be monitored
* a number of street name plates need repair or replacement – councillors to send details to GRJ

**16** **Date of Next Meeting**

19 June 2017 at 7.30pm