

# INGWORTH PARISH COUNCIL

Clerk to the Council: Martin K Campbell, Well Cottage, High Street, Southrepps, Norwich NR11 8AH  
Telephone: 01263 834551 E-mail: nnparishes@tiscali.co.uk

## Minutes of the Ordinary Meeting of the Council held on Monday 28th April 2014 in the Reading Room, Ingworth

Present: A Gibbons (in the Chair), A Houghton, P Riseborough, J Steed and 1 member of the public.

1. The Chairman welcomed all those present; apologies were received from R Calvert and Cllr N Smith (NNDC). M Bunce had resigned from the Council.
2. Declarations of interest – none
3. The minutes of the Ordinary Meeting of the Council held on Monday 3rd March 2014 were agreed and signed.
4. Co-option of members to fill the existing vacancies on the Council; there were one nomination and Belinda Northey was duly co-opted on to the Council, with all agreed. The Clerk would contact BN to ask her to sign her Declaration of Acceptance to join the Council.
5. Matters arising
  - 5.1 NCC highways matters – the Clerk had been advised that potholes on Calthorpe Lane had been filled and the overhanging hedges on Dark Lane were in hand.
  - 5.2 NCC footpaths – further information is awaited from NCC.
  - 5.3 Highways (police contact) – nil further
  - 5.4 River Bure – the Clerk was asked to contact Dave Brady to try to arrange a meeting with the Council; Norfolk Rivers Trust had advised the Clerk that the R Bure was not one of their current areas of interest.
6. Planning
  - 6.1 Planning Controls – the Clerk had been advised by NNDC that one property in The Street was the subject of a possible planning breach.
7. Finance
  - 7.1 To adopt the Accounts for 2013-2014 – these had been circulated to members and were adopted by the Council. The Accounts and the Cashbook were signed.
  - 7.2 To approve Sections 1 and 2 of the Annual Return 2014 – these had been circulated to members and were approved by the Council, and signed.
  - 7.3 To review the budget for 2014-2015 - this had been circulated to members and was approved by the Council.
  - 7.4 Internal Auditor - Mr K Benford was re-appointed as the Internal Auditor for 2014.

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7.5 Responsible Financial Officer - the Clerk was re-appointed as the Council's Responsible Financial Officer.

7.6 The following payments due were approved by the Council en bloc, with all in favour:

- Roughton Parish Council, training contribution	£62.50	(cheque 0396 )*
- NALC, annual subscription	£73.26	(0397)
- Clerk's pay (Mar-Apr)	£272.95	(0398)
- Broker Network, annual insurance premium	£279.74	(0399)
- E.ON, electricity	£22.90	(0400)

The cheques were signed. (\* signed outside the meeting)

8. To consider the proposal by National Trust to lease a riverside area by the Bure. The Council explored all the possible scenarios associated with this development, including potential areas of risk; the Clerk was asked to contact National Trust to establish if NT would be willing to set aside the site for public access with the Council limiting its responsibility to, say, grass maintenance.

## 9. Reports

10.1 Clerk's report – the Clerk asked members to come to a short meeting on May 30th 2014 at 7.00pm; this would be the Annual Meeting of the Council with limited formal business only. The following Ordinary meeting of the Council would be on September 1st 2014.

10.2 Members' reports - no reports

There being no other business, the meeting closed at 21.05

Signed..... (in the Chair) Date..... 2014