

INGWORTH PARISH COUNCIL

Clerk to the Council: Martin K Campbell
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Minutes of the Annual Meeting of the Council held on Monday 11th May 2009 in the Reading Room

Present: R Calvert (Chairman), T Chambers, J Steed, C White, D White.

In attendance: Cllr P Willcox (NNDC), PCSO A Spinks, and 2 members of the public.

1. The Chairman welcomed those present; apologies were received from C Cannon and Cllr P Moore (NCC).

2. Procedures

2.1 Election of Chairman – following a proposal by JS, seconded by TC, R Calvert was re-elected Chairman, nemcon.

2.2 R Calvert signed her declaration of Acceptance by the Chairman.

2.3 Election of vice-Chairman - following a proposal by JS, T Chambers was re-elected vice-Chairman, nemcon.

2.3 Representative – it was agreed that TC would be the Council's representative at Griffon meetings.

3. Declarations of interest – none.

4. Finance

4.1 To adopt the Accounts for 2008-2009 - these had been circulated to members and after discussion, TC proposed that the accounts be adopted, all in favour. The Cashbook was signed by the Chairman and Responsible Financial Officer.

4.2 To approve Sections 1 and 2 of the Annual Return - these had been circulated to members and after an explanation JS proposed that they be approved, all in favour. They were signed by the Chairman and Responsible Financial Officer.

4.3 To review and approve the budget for 2009-2010 - this had been circulated to members and following a proposal by DW was approved, all in favour.

4.4 To appoint an Internal Auditor for 2009 - following a proposal by CW, Mhairi Bunce was appointed as the Internal Auditor for 2009, all in favour.

4.5 Responsible Financial Officer - following a proposal by TC, the Clerk was re-appointed as RFO all in favour.

4.6 Insurance quotations for the year from June 1st 2009 - these had been circulated to members and TC proposed that the Council switch to Norwich Union, carried with all in favour. The Clerk would complete the proposal.

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4.7 The following payments due were approved en bloc, proposer JS, all in favour:

- E.ON, electricity	£21.74	*(cheque 0286)
- NALC subscription	£71.38	(0287)
- Broker Network Ltd, insurance premium	£262.50	(0288)
- Clerk's pay and expenses (to 8.05.09)	£319.37	(0289)

The cheques were signed. (* signed prior to the meeting)

5. The minutes of the Ordinary Meeting of the Council held on March 9th 2009 were approved, proposer TC, all in favour. The minutes were signed.

6. Matters arising (for information purposes)

6.1 Rat problems – the problem would be monitored, particularly in the Autumn.

6.2 Reading Room improvements – with a new General manager at Blickling the Clerk would make contact and open discussions over the provision of a toilet.

6.3 NNDC proposals for the playground - nil further from the housing association.

6.4 NCC Highways and Footpath matters – there were some outstanding highways issues, particularly the sweeping of Banningham Road; on Ringers Lane the Clerk read the reply from Mr MacIntosh with photos.

7. Planning – no business

8. Representation the N Norfolk parishes at NALC – the names and details had been circulated to members, who gave their support to J East . The Clerk would advise NALC.

9. Reports

9.1 Clerk's report – the Clerk asked for the Council's view on supporting Stalham TC's complaint to NNDC over the LDF consultation process, and was asked to convey the Council's sympathetic concern.

9.2 Councillors' reports – DS asked about the use of the Reading room for the June elections; the Clerk would complete the NNDC return. JS asked for any information and annotated photographs for the website.

The meeting closed at 20.55.

Signed..... (Chairman) Date