



Meeting Minutes

Annual Meeting of Pudding Norton & Testerton Parish Council Thursday 9 July 2020 at 6pm, via video conferencing

Parish Councillors present: Patricia Ainger (Chairman), Michael Ainger. Also in attendance: Jodie Bond (Parish Clerk), there were no members of the public.

1. To elect the Chairperson for the coming year

Clerk invited nominations for the office of Chairman. Cllr P Ainger was nominated by councillors' present and it was agreed to elect Cllr P Ainger to serve as Chairman for the coming twelve months. Cllr P Ainger thanked councillors and agreed to sign her declaration of acceptance and send to the Clerk. Cllr P Ainger took the remainder of the meeting as chairman.

2. To elect the Vice-Chairperson for the coming year

Chairman invited nominations for Vice-Chairman. There were no nominations so there will not be a vice chairman for the coming twelve months

3. To receive apologies for absence

Apologies received from Cllr Brett. Agenda items will be ratified via email.

4. To receive declarations of interest in items on the agenda and consider any requests for dispensations

All Cllrs reside at The Parklands.

5. To approve the minutes of the meetings held on 2 March 2020

The minutes were approved without amendment.

6. To report progress on items not on the agenda from the last meeting

There were none.

7. Open forum for Public Participation: an opportunity to hear from members of the public and Councillors if present

None present.

8. Open Spaces

8.1 Parklands update

Clerk had not received a report from NNDC.

8.2 Green Lane update

No update. Clerk to follow up.

8.3 Garages update

No update received. Clerk to follow up with Cllr Housden.

8.4 Agree a new noticeboard for Dereham Road

It was agreed that the noticeboard on Dereham Road should be replaced. It was AGREED that the Clerk will confirm the order for a new one to be made and installed for £1150 by R Massingham. It was also AGREED that 50% of the total order value had been paid, with the outstanding 50% due upon completion.

9. Planning Matters

Fakenham Racecourse,

PF/19/2212 | Demolition of existing bar and saddling boxes; erection new bar and saddling boxes and associated external works – **no objection – Decision Approved**

Fakenham Racecourse,

PF/20/0138 | Construction of a replacement groundsman building – **no objection - Decision approved**

Tennis Club, Fakenham Racecourse, Pudding Norton, NR21 7NY

PF/20/0869 | Proposed clubhouse Tennis Club adjacent Fakenham Sports Centre – **Supports the application.**

10. To receive any correspondence

- Clerks & Councils direct magazines
- Barclays Bank account interest rate reduction letter
- Vattenfall offshore windfarm letter
- NCC PPS invitation to application for funding
- Norfolk Community Foundation funding news, relating to Covid19
- Anglian Water community support fund

11. Finance

11.1 Note the Internal Audit Report

Di Dann carried out the internal audit. In her report she commented all matters were in good order, however she has made some minor advisory notes. It was agreed that these notes will be implemented by the Clerk.

11.2 To approve the Certificate of exemption

The Clerk read out the total payments and receipts. The Council RESOLVED to approve the 2019-20 Certificate of Exemption. The Chairman and the Clerk agreed to sign accounts after the meeting on behalf of the Council

11.3 To approve the Annual Governance Statement in the 2019-20 Annual Governance Annual Return (AGAR)

The statement in the Annual Governance section of the Annual Return was read out. The Council RESOLVED to approve the 2019-20 Annual Governance Statement.

11.4 To approve the Statement of Accounts in the 2019-20 AGAR

The Clerk read out the figures in the Accounting Statement. The Council RESOLVED to approve the 2019-20 Statement of Accounts. The Chairman and the Clerk agreed to sign accounts after the meeting on behalf of the Council.

11.5 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Puttling Norton Parish Council payment of accounts list			
Payment to	Description	Chq No.	Payment
Eon **	Electricity	DD	94.15
Hempton PC	Clerk mobile and stationery contribution	100378	48.37
NPTS	Internal Audit	100379	25.00
HMRC	Payroll Tax	100380	12.00
Clerk	Salary	100381	332.14
TT Jones Ltd	Streetlighting	100382	221.32
Total payments to be approved			£732.98
Receipt from	Description		
NNDC	Precept		2500
Bank	Interest		1.51
Total payments received			£2501.51

** Eon paid by direct debit

Payments to be made by cheque.

11.6 To consider and agree to a bank standing order for payment of Clerks salary

The council RESOLVED to set up a standing order instruction with the bank for the Clerks Salary.

11.7 To consider changing Clerks contracted hours

It was discussed and agreed that there will be no change at this time.

12. Discuss progress with the proposed Merger with Hempton Parish Council

No public comment had been received. Council to progress further with the merger. Clerk to arrange a meeting with Cllr Housden, Steve Blatch, Robert Henry and Vivien Woods (Hempton PC Chairman) to discuss the next steps.

13. To receive any items for inclusion on the next agenda

There were none.

14. To note the date of the next parish council meeting

Next meeting will be Thursday 10 September 2020 at 7pm.
Meeting closed at 8pm.

Signed by Chairman: Date: