



Fakenham Magna Parish Council

MINUTES of the Meeting held on Tuesday 19th May, 2015, at the Honington & Sapiston Village Hall commencing at 8:00pm.

PRESENT:

Cllr. R Johnston
Cllr. D Reay
Cllr. M Rozier

IN ATTENDANCE:

Mrs J O'Brien *Clerk*
[REDACTED] – RFO
Mr E Wortley
Borough Cllr. P Wade

APOLOGIES:

Apologies were received from Cllr. A Jones (Chair), County Cllr. J Spicer

FMPC45/15 DECLARATION OF INTEREST

There were no declarations of interest.

All in attendance completed Declaration of interest forms and the acceptance of office form.

FMPC46/15 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on, 10th March, 2015 were approved and signed.

Proposed by Cllr. Johnston and seconded Cllr. Reay.

FMPC47/15 ACTION UPDATES

- a) Road repairs – County Cllr Spicer repeated that re-surfacing was due to commence this summer, which will mean road closures.
- b) Littering sign for Lay-by – Completed.
- c) Notice Board replacement – Will be installed by next meeting.
- d) Clerk's pay – This is still on-going. Clerk to continue invoicing until further notice.
- e) Bottle Bank – Clerk to report next meeting.
- f) Grit bins – Cllr Jones had provided information and Cllr. Johnston proposed purchasing 2 of the 400l bins at cost of £129.00 each, seconded by Cllr. Rozier. Cllr. Jones to order.
- g) Financial Regulations – to be approved at next meeting.
- h) Right of Way signs – both signs at The Pightle and Broom Hill are missing – Clerk to check with County Council on status of replacements.
- i) Letter for quote on grass cutting in Church yard – Clerk had received no reply by meeting.
- j) Hedge cutting invoices – Clerk awaiting response from Euston Estate.

FMPC48/15 FINANCIAL REPORT

The RFO reported there is a reserve of £2,829.44 at the end of the year. The accounts had been approved at the AGM as were the Accounting Statement and the Governance Statement. Approval for payment sought for the following:

- i. Clerk's salary £155.03 - proposed Cllr. Johnston and seconded by Cllr. Rozier.
- ii. Invoice for lay-by sign materials to erect paid for by Cllr. Johnston - £21.85 – proposed Cllr. Reay and seconded by Cllr. Rozier.
- iii. Stationery expenses for Clerk - £48.22 – proposed Cllr. Rozier and seconded Cllr. Johnston.

FMPC49/15 CHAIRMAN'S REPORT

The Chairman had sent a draft of the Risk Assessment and Financial Regulations for review, this is to comply with Regulations. To be discussed at next meeting.



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FMPC50/15 COUNTY COUNCILLOR'S REPORT

Nothing further to report following AGM's report.

FMPC51/15 BOROUGH COUNCILLORS REPORT

Nothing further to report following AGM's report.

FMPC52/15 RAF HONINGTON COMMUNITY DEVELOPMENT OFFICERS REPORT

There was no report available for this meeting. Clerk had attended a recent meeting on Camp and will circulate to Councillors the airfield diary.

FMPC53/15 POLICE COMMUNITY SUPPORT OFFICERS REPORT

As AGM, four crimes had been recorded in past year - 2 thefts, 1 commit wildlife offence and 1 pervert the course of justice (linked to previous).

FMPC54/15 COUNCILLORS REPORTS

Cllr. Johnston reported on the Church project (see AGM report).

Cllr. Reay reported that he continued to attend the Barnham Village Hall Committee meetings and found them most informative.

FMPC55/15 LOCAL HISTORY RECORDERS REPORT

Edward Wortley reported that the oldest resident in the parish is now Mrs Joan Tunney, who is 91 years old. Rev Liz Jump had left the Blackbourne Group and is now installed as the vicar of Wroxham, she will not be replaced and it is expected that the Rectory in Honington will be sold.

FMPC56/15 MATTERS FOR DISCUSSION

The Acceptance of Standing orders. These were again discussed and Cllr. Reay proposed they be accepted, seconded by Cllr. Johnston.

FMPC57/15 CORRESPONDENCE

All correspondence received had been previously distributed by Clerk.

FMPC58/15 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL –

There were no matters brought forward.

FMPC59/15 DATE OF NEXT MEETING

Date of next meeting to be held on Tues 14th July, 2015, commencing at 7:30pm, at Honington & Sapiston Village Hall, in the committee room.

CHAIRMAN:

DATE:



Fakenham Magna Parish Council

Open Actions May 2015

| ACTION | RESPONSIBILITY | TARGET DATE |
|----------------------------------|----------------------------|--------------|
| Road Repairs | County Cllr Spicer | Next meeting |
| Erection of new Notice Board | Cllr. Johnston/Cllr Rozier | asap |
| Rights of Way (Footpath) signs | Clerk | Next meeting |
| Grit bins and grit piles | Cllr Jones | Next meeting |
| Clerks PAYE | Cllr. Jones | Next meeting |
| Bottle bank supply and insurance | Clerk | Next meeting |
| Hedge cutting invoices | Clerk | Next meeting |
| Air field Diary | Clerk | Asap |