**Minutes of a meeting of the Quidenham Parish Council**

**held on the 19th of December 2022 in the Garnier Hall, Eccles.**

The meeting opened at 7.30 p.m.

**Those present:** Peter Lotarius; David Hunt (DH); Heather Doig (HD); Beverley Lee (BL); Nick Newson (NN); Kate Lloyd (KL) Clerk to the Council.

In the absence of the Chairman and Vice-Chairman Cllr. Lotarius agreed to take the Chair.

BDC is an acronym for Breckland District Council. SNAP for Safer Neighbourhood Attleborough Partnership. NALC for Norfolk Ass’n of Local Councils. SAAA for Smaller Authorities Audit Appointments.

**1. Apologies for absence.** Apologies had been received from David Wright and Simon Lee.

**2. Declarations of Interest.** There were no declarations of interest to be added to those declared at the last election or by Councillors co-opted since then.

**3. Minutes of the last meeting.** The Chairman signed the Minutes of the meeting of the 14th of November 2022 as a true record.

**4. Matters arising from the Minutes. Action**

 **BDC Sites for development.** The gathering of the applications is finished and the Council will be asked for comments in 2023.

 **SNAP.** Minutes of the meeting of the 26th of October 2022 have been received and distributed. A meeting which will be open to all will take place on the 31st of January 2023 in the Town Hall, Attleborough at 6 p.m.

**5. Finance. 5.1.** The status of the current account at Messrs. Barclays at today’s date is £18,186.02.

 **5.2.** No cheques had been signed since the last meeting.

 **5.3.** Cheques to be signed. KL’s salary Month 8: £168.00; HMRC KL’s tax month 8:

£42.00; Mandrake payroll services for November: £26.40. CGM for pruning and tidying Quidenham Green hedge £396.00. Grant to Peter Lotarius - plants for floral display at Eccles Road Station £150.00.

 **5.4.** The Financial Regulations to be approved at the January 2023 meeting

 **5.5.** Addition to the financial agenda: The Clerk has received a letter from

Messrs. Barclay’s requesting considerable amounts of information regarding the Council and the Councillors. She is complying with the request.

**6. Planning. 3PL/2022/1254/HOU + amendment 077.** The Council raised no objection.

**TRE/2022/0299/TCA** The Council raised no objection. **3PL/2022/1319/F** The Council raised no objection. **3PL/2022/1334/F** The Council raised no objection. **ENF /302/21/PAR.** Noted.

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**7. Elections 2023 and expenses for same.** The Clerk has been notified by BDC that Parish Elections if contested are scheduled to take place on the 4th of May 2023. Expenses to cover these should be budgeted for and included in the precept amount requested. BDC have estimated the cost of the parish election to be in the region of £934.03. KL was advised by NALC that the whole amount should be requested. NN suggested the amount or part of it if not used should be ring fenced for similar use in future years. Proposed by NN and seconded by PL and unanimously agreed.

**8. Clerk’s Report**. KL was asked to contact Eccles Hall School re setting up a meeting to discuss the lack of a speed restriction on the road outside the school. This will now be held over until early next year.

She has obtained information re prices of dog refuse bins from Messrs. Glasdon and again this item will be carried over until the January meeting.

At a request from a Quidenham resident and with the Council’s agreement she sought a quotation for pruning and general tidying up of the Quidenham Green hedge. This was found to be encroaching on a resident’s fence together with a small Buddleia which was growing at the foot of the fence. A quotation was sought from Messrs. CGM and accepted. The work was carried out satisfactorily.

She has also received notification from SAAA of the External Auditor Appointment for the 2022-23 financial year for the 5 year period until 2026-27. This will be Messrs. PKF Littlejohn.

PL had asked her to seek advice as to the number and type of Council documents to be archived. A list was received from NALC and passed on to the Councillors.

She was aware that a new Code of Conduct might be available and will enquire from NALC if this is the case.

**9. Correspondence.** An email had been received from Liz Truss M.P. offering to meet with the Council. Her offer was rejected.

Apart from advertising literature nothing other than electronic mail has been received.

**10. Meeting open to the public.** There were no members of the public in attendance.

**11. Any other business. KL** suggested that Messrs. CGM be asked to add the annual pruning and maintenance of the Quidenham Green hedge when quoting for the grass cutting for the 2023 season.

There was some general discussion around the appearance and content of the website and it was suggested Councillors bring suggestions for its improvement to the January meeting.

**KL** had been approached for funding by a group of ladies in Eccles who would like to set up a ‘Hot Hub’ for residents at the Garnier Hall. She has sent a grant form to them.

**12.** **The date of the next meeting.** The date of the next meeting is on the 9th of January 2023 in the Garnier Hall at 7.30 p.m.

The meeting closed at 9.35 p.m.

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