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

held **on the 12th of June 2023 in the Garnier Hall, Eccles.**

The meeting opened at 7.30 p.m.

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

**1. Apologies for absence.** Apologies were received from David Wright

**2. Declarations of Interest.** There were no declarations of interest to be added to those declared at the last election.

**3. Minutes of the last meeting.** The Chairman signed the Minutes of the meetings of the 15th of May 2023 as true records.

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

* + - **Dog refuse bins –** Wilby Road. KL to ask Serco to include this bin
		- In their emptying schedule. **KL**
		- **Messrs. CGM Grass cutting contract.** KL to remind CGM to send a copy of this season’s contract**. KL**
		- **Call for sites.** PL has now received confirmation that his report has been received by Breckland District Council.
		- **Date for the Annual** **Public Meeting**. The Clerk has agreed with the Internal Auditor that the public meetings in May may be regarded

 as the 2023 public meeting.

**5. Finance 5.1.** The status of the current account at Messrs, Barclay’s is £17,144.20p.

  **5.2. Cheques signed since the last meeting**. There were no cheques signed since the last meeting. Cheque 101321 for £60.00 and cheque no. 101322 for £240.00 have not yet been presented.

  **5.3. Cheques to be signed.** Mrs. K. Lloyd, reimbursement for payment of Messrs. BHIB 2023-2024 Insurance premium £571.20p; Mandrake (U.K.) Ltd. Payroll services: £26.40p; Glasdon U.K. Ltd. Base post for dog refuse bin: 79.44; CMG Group (East Anglia) Ltd.

Grass cutting, June 2023 £407.32p and balance of their April invoice £100.12p;

Mrs. K. Lloyd £85.00p. reimbursement for payment of C. Bailey Internal Auditor’s invoice for 2022-23 audit. The amount remaining at Messrs. Barclay’s after these deductions is

£15,574.72p.

 **5.4. Internal Auditor’s Report.** KL read the report which cited two errors. 1. The omission of the November 14th 2022 from the website. 2. An incorrect receipts figure on the Certificate of Exemption. Both these have been rectified, the latter after consultation with the External Auditors, to the Council’s satisfaction and both of which will be reported in next year’s accounts. Annual Governance Statement approved and signed by the Chairman and Clerk.

Signed……………………………….Page 1 of 2 QPC Mins 12.062023 Dated……………………………….

 **Action**

**6. Planning. 3PL/2023/0081/VAR** Although this application refers to a matter occurring outside our Parish its implications for us were deemed sufficiently important for an invitation to attend a public meeting to be accepted. PL attended on our behalf and his report is filed with these Minutes and may be seen on the website. **3PL/2023/0440/F** No objection. **3PL/2022/0641/F** No comment. **TRE/2023/0151/TCA** No objection.

**7. Clerk’s Report and Comments**. A request has been received from PC Damion Wicks asking for someone to Chair the SNAP meetings. No Councillor offered to do this. The Trustees of the Garnier Hall have informed the Clerk that there has to be an increase in the hourly rate for its use and reminded the Council that they frequently use the hall more than the two hours paid for. The Council asked the Clerk to speak to the manager and gave her the discretion to negotiate an increase in the hourly payment and to book the hall for three hours i.e. 7 p.m. to 10 p.m. Other than day to day matters acted on as they arose there was nothing further to report.

**8. Correspondence**. Other than electronic correspondence nothing has been received.

**9. Meeting open to the public.** No members of the public were present.

**10. Any other business. HD** asked the Clerk to remind the relevant authorities that the School sign in Eccles was now redundant and should be removed. The same applied to the Avian Flu signs. **BL** is concerned at the dirty state of some of the white gateways. **KL**

The Clerk will contact the Rangers regarding this. **DH** is also concerned about the overgrowth of vegetation which is obscuring road signs in Eccles. **PL** offered to clip back the vegetation.

**Date of the next meeting.** The next meeting will be on the 10th of July 2023 and will be held in the Garnier Hall, Eccles at 7.30 p.m.

The meeting closed at 8.50 p.m.

Signed…………………………….Page 2 of 2 QPC Mins 12.06.2023 Dated………………………………..