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

**held on Monday the 11th of December 2023**

**at 7.30 p.m. in the Garnier Hall, Eccles**

The meeting opened at 7.35 p.m.

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

**1. Apologies for absence.** The full Council was in attendance.

**2. Declarations of Interest.** There were no Declarations of Interest apart from those declared on becoming Councillors and reported to the Elections Officer.

**3. Minutes of the last meeting.** The Minutes of the 13th of November 2023 were signed as a true record.

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

 **Formation of a Ladies’ Darts team**. This is nearly completed with just a few more items to be purchased. A cheque for £130 to be given to the organisers leaving £70 of the Parish Council’s £200 grant to be paid when needed.

 **Police presence at Speedwatch sessions.** DH reported that the police have added a further constable to the number available to support these sessions.

 **Invitation to Breckland Environmental team** to attend a Snetterton Circuit Liaison meeting. An invitation had been extended but no members of the team attended.

**5. Finance. 5.1.** The status of the current account at Messrs. Barclay’s at today’s date is £18,534.07p.

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

 **5.3.** Cheques to be signed. Garnier Village Hall. £225.00p. rent for Council’s use

6 months May – October 2023. Mandrake (U.K.) Ltd. Payroll services for November 2023

£26.40p. KL salary month 9 £228.00p; M. Morter, reimbursement for items purchased for the Ladies’ Darts Club. £130.00p.

 **5.4.** Budget Forecast for 2024/2025. The Clerk had produced a budget forecast which had been sent to the Councillors earlier. The sum of £162.00p payable to The Community Heartbeat Trust for annual support for the Wilby Defibrillator was added. DW said that a sum of at least £1,500.00 should be allowed for upgrading the Eccles SAM2s to that of Quidenham’s. It was also suggested that although an increase of 10% has been applied to the insurance cost that this might not be sufficient. After discussion the budget was unanimously adopted in full.

  **5.5.** Precept for 2024/2025. Taking into account the increase in costs for services and the likelihood of a much higher cost for insurance than that shown in the budget plus the need to upgrade the Eccles SAM2s the Chairman proposed an increase of the Precept for 2024/2025 by 8%. This was seconded by DW and unanimously approved.

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 **5.6.** Appointment of an Internal Auditor for the Annual Governance and Accountability Return 2023/2024. Carol Bailey BA (Hons) CILCA had been asked and agreed to carry out the Internal Audit for a fee of £85. Her appointment was proposed by DH and seconded by SL. and unanimously approved.

**6. Planning.**

**TRE/2023/0292/TCA** approved by Breckland District Council (BDC).

**3PL/2023/0859/F** withdrawn.

**3PL/2023/1032F** Undecided by BDC. No objection by Quidenham Parish Council (QPC).

**3PL/2023/1066/VAR** Undecided by BDC. No objection by QPC.

**7. Clerk’s Report and Comments.** The updated Electoral Roll has now been received from the Elections Officer. A query regarding the possible upgrading of the speed limit of 40mph to 30mph in the village of Quidenham had been received from a Quidenham resident. An explanation of the efforts made by the Parish Council towards achieving the case for this had been given and an invitation to the February meeting of the Council to raise these concerns extended.

Several problem reports have been sent by the Clerk to Highways. These include the standing water in Quidenham and Eccles, potholes at various locations, the badly dropped edge of the road near the church in Hargham and the encroachment of the verge alongside the footway in Eccles. An enquiry has been made by this.org.uk**,** offering to tender for grounds maintenance. The Council have asked her to seek a cost from them for pruning Quidenham green hedge in 2024..

**8. Correspondence**. Other than advertising matter none has been received. All electronic correspondence from various bodies is passed on to Councillors.

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

**10. Any other business. SL** proposed that a more even distribution of the precept might be achieved if it was based on the numbers in each of the four villages as set out in the Electoral Roll. The Clerk was asked to come back to the Council with these figures for discussion at the next Council meeting. **PL** asked SS for an update on the Local Plan and Calls for Sites. She explained that an email would be sent to Councils within the next two weeks with the information he sought. She suggested he look on the Commonplace site which gives up to date information. **KL** drew the Council’s attention to the government’s instruction to all local authorities to produce their first consideration of what action to take for biodiversity by January 1st 2024. Policies and objectives must be agreed as soon as possible after this. She will liaise with Councillors on the best way to go about achieving this.

**11.** **Date of the next meeting.** The next meeting will take place on the 12th of February 2024.

As there was no other business the Chairman thanked Mrs. Suggitt for attending and closed the meeting at 9.05 p.m.

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