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

**held on Monday the 11th of March 2024**

**at 7.30 p.m. 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. 2 members of the public were present.

The Chairman agreed to bring forward Item 6. Planning. This was at the request of PL in order that the members of the public who were attending the meeting could leave after the Council’s discussion of their planning application had taken place.

PL added Planning Application 3PL/2024/0160/F to Item 6.

**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 nor in any of the items on this meeting’s agenda.

**3. Minutes of the last meeting.** The Minutes of the 12th of February 2024 were signed as a true record.

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

**Commemorative bench at Quidenham.** A decision to be taken after a risk assessment has been undertaken.

**Flooding at The Carr.** KL to contact Strutt and Parker re ownership of the **KL**

land opposite The Carr.

 **Casual Vacancy.** For discussion later in the meeting.

**6. Planning.**

 **3PL/2024/0118/F**  No objection.

 **3DC/2024/0044/DOC** No objection

 **3DC/2024/0046/DOC** No objection

 **3PL/2024/0179/F** No objection

 **3PL/2024/0160/F** No objection

At this point the members of the public left the meeting.

**5. Finance. 5.1** The status of the current account at Messrs. Barclay’s at today’s date is £17,239.87p.

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

  **5.3.** Cheques to be signed. Mandrake (UK) Ltd. Payroll services for February 2024 £26.40p; KL salary month 11 £96.00; HMRC KL’s tax month 11 £24.00p.

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**7. Parish Council Flood Management Conference.** It was felt that sufficient expertise existed within this Parish Council and nothing would be gained be attending.

**8. Councillor Vacancy.** The Clerk will be notified by the Electoral Services Officer at Breckland District Council when the necessary time period for advertising the vacancy has elapsed and co-option may take place.

**9. Risk Assessments.** These have to be done in time for the Annual Governance and Accountability Return 2023/24 for which KL will shortly receive the documentation from the External Auditors. She requested that this year they should be undertaken by Councillors.

**10. The County Councillor’s March Report.** In this was the news that the amount available for the 50/50 Highways Parish Partnership Scheme was to be boosted by £1 million. The report can be read on the Council’s website.

**11. Date of the Annual Parish Meeting.** Owing to this Council’s busy schedule it was agreed that this should take place in June. To be discussed at the Council’s April meeting.

**12. Clerk’s Report and Comments.** A report has been sent to Highways regarding the damage to the area surrounding the manhole cover on the road between The Old Rectory and Plane Tree Cottage. The insurance papers will shortly be received from BHIB. In view of the Council not meeting in May she will liaise with Councillors regarding changes which may have to be made. Other matters are addressed elsewhere in these Minutes.

**13. Correspondence.** Nothing other than electronic correspondence had been received.

**14. Meeting open to the public.** Those members of the public who had attended had done so for a specific purpose and had left.

**15. Any other business.** KL asked SL to sign the CGM contract which will be sent to CGM for countersigning. SL asked her to request from CGM their Risk Assessment Method Statement together with confirmation that they carry Public and Employers’ Liability Insurance. **KL**

**HD** reported that at a nearby location there seemed to be plastic being burned. It was suggested she inform the Environment Officer at Breckland District Council. She also asked if anything could be done to repair the finger post at the junction between Eccles Lane and the road leading to Bryant’s Bridge. KL to send report**. KL**

**SL** suggested a litter pick be organised. PL to come up with a suitable date. **PL**

**SL** asked KL to put together an advertisement for her replacement. **KL**

**16. Date of the next meeting.** This to take place on the 8th of April 2024 in the Garnier Hall, Eccles at 7.30 pm.

As there was no other business the Chairman closed the meeting at 9.00 pm.

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