

Minutes of Thurton Parish Council (TPC)

Thursday 18th May 2023– 7:30pm

In Attendance: I Capps (IC), L Patterson (LP), K Calderwood (KC)

Minutes: T Higlett (TH) (Parish Clerk)

1. Election of Chairman
KC proposed I Capps – LP seconded.
IC accepted the role for a second term and duly signed the declaration of acceptance.
2. Election of Vice Chairman
KC accepted the role for a second term.
3. Councillor declaration of acceptance of office form completion and declaration of interests
Acceptance of Office forms were signed prior to the meeting. Clerk to email members the Declaration of Interest forms which can be completed electronically and forwarded to the Monitoring Officer of South Norfolk Council.
4. Apologies for absence
Chris Popplewell and Tricia Black. Members accepted apologies.
5. To receive declarations of Interest for items on the agenda and to consider any requests for dispensations.
None
6. To approve the minutes of the meeting held on 30th March 2023
These were approved. Chairman requested that all draft minutes should be forwarded to KC and IC. Chairman advise, due to other commitments it can sometimes take a while before he can approve draft minutes for circulation.
7. Public forum including reports from County & District Councillors.
No reports
8. Matters arising from minutes.
No comments
9. Administrative Issues
 - I. To Co-opt, following vacancies not filled as a result of the recent uncontested election.
KC advised that there had been an interest shown by a member of the public and they hope to attend the next meeting to discuss.
 - II. To discuss Insurance renewal for 2023-24
Members approved the renewal with Zurich Insurance
 - III. Statutory Policy review

Policy	Amendments	Notes
LGA's Code of Conduct	Accepted	Next review May 2027
Standing Orders	None	Next review May 2024
Financial Regulations	None	Next review May 2024

10. Finance

- I. To consider the Internal Auditors report for year ending 31st March 2023.
Forwarded to members prior to meeting.
No comments.
- II. To consider whether to exempt from an external audit and if so to authorise the Clerk and Chairman to sign the form.
Members agreed to exempt and authorised Chairman and Clerk to sign on behalf of the council.
- III. To consider the assertions on and complete the Annual Governance Statement 2022/23 and to authorise the Clerk and Chairman to sign.
Members authorised Chairman and Clerk to sign on behalf of the council.
- IV. To consider and approve the Accounting Statements 2022/23 and to authorise the Chairman to sign.
Chairman duly signed.
- V. To note councils current financial standing.
Community Account - £15042.76
Business Savings Account - £3,235.84
- VI. To note payments made since last meeting.
None.
- VII. To note receipts since last meeting

Description	Details	Amount
South Norfolk Council	1 st half Precept	£4573.40
Ashby St Mary PC	Contribution towards Defibrillator	£900.00

VIII. To approve payments

Payee	Details	Amount	Chq. No
T Higlett	April Salary	£277.13	101418
L Trueman	Audit 2022/23	£50.00	101419
R Turner	Installation of defibrillator	£120.00	101420
Zurich Insurance	Insurance 2023-24	£520.69	101421
T Higlett	Postage Stamps	£7.60	101422
T Higlett	May Salary	£276.93	101423

- IX. The council were in receipt of NALC subscription renewal of £250.69. The invoice was broken down to show subscription equates to £180.69 and website fee £70.00. The council discussed joining the Norfolk Parish Training & Support at a cost of £91.47, which would give the council the same advice, support, and training packages. Members also discussed the redevelopment of a new website through S Jackman at a cost of £315.00. The annual cost thereafter would be £90.00. The council proposed contacting Mr. Jackman to see the timescale for setting up a new website and subscribing to Norfolk PTS. Proposed holding off renewal to NALC till further information regarding website development is known.

11. To discuss meeting with highways representative to discuss speed reduction.

It had been brought to the council's attention that the reduction in speed on the A146 near Green Pastures Garden Centre Bergh Apton, would be reduced from 60mph to 50mph before the end of the year. Members felt that the 40mph limit coming into Thurton from Norwich should be moved to include Prospect Place. Residential areas should be 30mph. Council suggested contacting both Ashby St Mary and Bergh Apton PC to see if they would like to be included future meeting with Highways and NCC. The clerk advised some small

villages have a 20mph speed limit which would be beneficial through The Street and Cookes Road. It was noted the grass verges are overgrown and some of the white lines are fading.

12. To discuss Village newsletter

Members felt a newsletter could be incorporated into the website.

13. To discuss new parish website

Members in favour of the new website. However, would not like to be left in a position where they have no website due NALC subscription not renewed for 2023-24. Clerk to report back to members once timescale has been advised.

14. Update on Kings Coronation event and report for South Norfolk District Council

Commenced at 10:30, and the weather was good. Attendees in excess of 70 and some were still enjoying the social aspect till late into the afternoon. Everyone was keen to lend a helping hand, and this included WI members who laid on teas, coffee, and cakes. A Ploughmen's style lunch was laid on which went down well with everyone. There were games for children and the event was very successful. The consensus amongst those in attendance was that more village events should be planned.

15. Correspondence

- I. CPRE – Countryside newsletter
- II. ElanCity -Speed awareness machines

16. Matters for future consideration and items for information.

Discussion around whether council should join the NALC pilot scheme for gov.uk domain managed by NALC. Council declined.

LP advised footpath signs have still not been replaced/installed as previously reported. No footpath sign on Prospect Place/Sandy Lane

17. Date of next meeting

27th July 2023

Meeting closed at 20:55