

## GREAT WITCHINGHAM PARISH COUNCIL

Minutes of the AGM held at 7.45 p.m. at The Memorial Hall, Great Witchingham on Thursday 28<sup>th</sup> April 2005

Present: Pauline Brown, Ron Cornell, Stephen Williams, Bridget Wright and Kevin Francis. Roy Church.

Clerk: Peter Dilloway.

- (660). Apologies. None received
- (661). Election of Chairman & Vice Chairman. As both were elected at the last meeting and no further nominations had been received, members agreed that both be re-elected. Proposed Stephen Williams. Seconded Roy Church  
Roy Church had offered to Chair the Annual Parish meeting and for expediency this meeting also. Ron Cornell was agreed to this.
- (662). Minutes of the meeting held 24/2/05 were agreed to be a true record and duly signed by the Chairman.
- (663). Matters Arising:
- (i). Roy Church had been to see the new tenants at the Bridge Inn and acquainted them with the boundaries with the parish land.
  - (ii). Churchyard maintenance. A payment of £250 has been made to the PCC towards the costs for 2004/5.
  - (iii). Pedestrian crossing. The ground works are now completed and the installation of lights and remaining work will be completed around 16<sup>th</sup> May. The crossing will be commissioned for use 25<sup>th</sup> May 2005.
- (664). Correspondence:
- (i). Some Correspondence had been circulated prior to the meeting.
  - (ii). Letters from Anglian Water advising of mains renewal between Lyng & Weston Longville. The letter highlighted that there may be periods of traffic disruption but no mention of interruption of water supply. Anyone concerned can ring the Project Engineer; Peter Meadows on 01733 414207.
- (665). Planning Applications: None.
- (666). Payments/Financial Matters:
- (i). Renewal of playing lease 2005/6. Broadland Council Cheque No. 100449 £60.00. (retrospective).
  - (ii). Renewal of public liability insurance 2005/6. Allianz Cornhill Cheque No. 100450 £454.42.
  - (iii). Subscription renewal 2005/6. N.C.A.P.T.C. Cheque No. 100451 £106.52.
  - (iv). Litter/War Memorial. R. Cornell. Cheque No. 100452 £65.00
  - (v). Adoption of 2004/5 accounts. Members had been presented with the statement of accounts. Adoption proposed Kevin Francis Seconded Roy Church. The presiding Chairman duly signed the statement.
  - (vi). The clerk had prepared the Annual Audit Document; members agreed that the presiding chairman should sign both the document and statement of assurance. Proposed Roy Church Seconded Kevin Francis.
  - (vii). Clerk's Salary 2005/6. The Chairman explained that when set last year, the Salary was based upon the April 2003 Scale. The April 2005 scale now in force therefore distorted the level of increase due. Members understood this and agreed to set the clerk's salary for the current financial year using SCP21 £9.08 per hour, and based on 2 hours per week a salary of £944 p.a. Proposed Kevin Francis Seconded Bridget Wright.
  - (viii). P. Dilloway Clerk's expenses to 24/2/05 £62.40 1<sup>st</sup> ½ year's salary £472.00 Chq No.100453. £534.40  
All payments approved by unanimous consent.
- (667). Any Other Business: None; Members felt it expedient to press on with the Annual Parish meeting and raise any matters then.

### Date and times of next meetings:

**23<sup>rd</sup> June 2005. 27<sup>th</sup> October 2005 & 26<sup>th</sup> January 2006**

There being no further business the meeting closed at 8.00pm

**Special Meeting – 28<sup>th</sup> April 2005 6.45 p.m.**

**AGENDA**

- 1) To receive proposals for consideration for development of BDC land at Hall Walk by Broadland Housing Association.

Present will be: Andrew Savage – Broadland Housing Assoc.  
Darryl Smith (Social and Housing Policy Manager – Broadland District Council.  
Hazell Ellard (Housing Enabling Officer) - Broadland District Council.

**AGENDA GWPC – 23<sup>rd</sup> June 2005 at 7.45 p.m.**

- (668). Apologies
- (669). Minutes of meeting 28/4/05
- (670). Matters Arising
- (671). Correspondence:
- (672). Pedestrian Crossing
- (673). Planning Applications:
- (674). Village Hall
- (675). Payments/Financial Matters)
  - (i). Memorial/ litter clearance
  - (ii). Insurance renewal 2005/6
  - (iii). NAPTC subscription 2005/6
  - (iv). Adoption of 2004/5 accounts
  - (v). Audit 2004/5 Statement of assurance
  - (vi). Set Clerk's salary 2005/6
  - (vii). Clerk' Salary (1<sup>st</sup> ½ year) & expenses to date
- (676). Any other Business
- (677). Date & time of next meeting                      23<sup>rd</sup> June 2005 at 7.45pm