

# **Wacton Parish Council**

**Minutes of the Annual Meeting of the Parish Council held at Wacton Village Hall.**

**At 6pm on Wednesday 4<sup>th</sup> May 2022.**

**Present: - Chair: Ian Mortimer. Councillors: Peter Jacques, Peter Fraser, Gary Mulhall, Felicity Perry**

**County Councillor: Alison.**

**Thirteen members of the public was also present.**

## **Public Participation.**

No public participation at the meeting

### **1. Election of chairman and the signing of Acceptance of Office and Register of Interests forms**

Ian Mortimer was again voted to be the Parish Chairman duly signed the Acceptance of office and Register of Interest forms witnessed by the acting clerk

**Proposed Peter Jacques      Seconded Felicity Perry**

### **2. To consider any declarations of Acceptance of office that have not been received and decide whether to grant an extension or declare the seat vacant**

None Declared

### **3. To hear from a prospective new Councillor**

Katrina introduced herself to the Council and outlined the reasons for wanting to join as follows Kat moved into Wacton in 2017. She wants to be involved in serving the community. Covid prevented this from happening at an earlier date

### **4. To co-opt a new Councillor**

Katrina was duly co-opted to the council

**Proposed Ian Mortimer      Seconded Gary Mulhall**

### **5. New Councillor to sign the Acceptance of Office forms and Register of Interests forms**

Katrina duly signed the Acceptance of office and register of interest forms witnessed by the acting clerk and duly joined the meeting.

### **6. To consider apologies for absence.**

Barry Duffin and Laura Douulton sent their apologies. All agreed to accept

**7. To receive any disclosures of interest.**

Gary Mulhall for a payment in item 19

**8. To approve the minutes of the Parish Council meeting held on 6<sup>th</sup> April 2022**

The minutes were agreed as a true record of the meeting

**Proposed: Gary Mulhall**

**Seconded: Felicity Perry**

**9. To consider matters arising from the last minutes (for information only).**

None reported.

**10. To appoint an internal control officer**

It was agreed that Chairman Ian Mortimer would undertake this role

**Proposed Peter Jacques Seconded Felicity Perry**

**11. To receive a report from the County Councillor.**

County Councillor Alison Thomas had given her report to the Annual Meeting to the Parish

**12. To receive a report from the District Councillor.**

Barry reported as follows

Not too much to report from South Norfolk, lots of talk about moving to Broadland Business Park and the savings made through joint working. Annual Council meeting will soon be upon us and I will keep you updated. I am unaware of any contentious planning matters. Should you have any queries please email or phone me

**13. To receive the Footpath Wardens report.**

The Footpath Warden role is still vacant and no report was forthcoming.

**14. To receive a report from the Tree Warden.**

Peter Jacques will be leaving the council soon and this is another role we would need to employ someone for.

**15. To receive a report from the Village Hall Committee.**

Village Hall committee report was covered in the Annual Meeting of the Parish.

**16. To adopt the new standing orders and Financial Regulations for 2022-2023**

These have not yet been published and will be updated by the clerk once they are.

## **17. To consider Planning applications.**

No Planning applications to be discussed

## **18. Correspondence.**

Due to the clerk being unable to attend due to his impending surgery there was no Correspondence detailed at this point

## **19. Authorisation of Cheques.**

### **1. Finance**

Payment of Clerks monthly salary and expenses	£523.81
Payment to Norfolk Pension Service For Clerks pension	£194.70
Payment to Gary Mulhall for Queens Platinum Jubilee Celebrations	£262.77
Payment to Excite solutions for grass cutting	£630.00
Plusnet broadband service D/D	£ 32.99

**Proposed: Gary Mulhall**

**Seconded: Felicity Perry**

The Clerk reported that the Parish Council was in good financial health and produced an up-to-date financial report.

### **2. To receive the year accounts, agree any assertions brought up by the internal auditors report**

The council noted the Internal auditors report and the excellent comments on how the Clerk had presented them. It was agreed to adopt the internal auditors report and the clerk will be thanked for his work on these by the chairman

**Proposed Gary Mulhall      Seconded Felicity Perry**

### **3. The chairman to receive and complete the AGAR section 1 Annual Governance Statement 2021-2022. This was checked completed and duly signed by the chairman and witnessed by The Clerk**

The chairman checked completed and signed the section 1 Annual Governance Statements 2021-2022 and these were duly witnessed by The Clerk

**Proposed Gary Mulhall      Seconded Felicity Perry**

### **4. The chairman to approve and sign the AGAR section 2 2021-2022 The Accounting statements 2021-2022**

The chairman duly checked the AGAR section 2 2021-2022 The Accounting Statements and duly signed the document

## **Proposed Gary Mulhall      Seconded Felicity Perry**

A parishioner requested clarification of what money came in and what went out during the period 2021/22? The Chairman read out the information to the parishioner. The parishioner suggested more could have been spent. For example: Maintain churchyard (red tape and protocols); more maintenance on the Village Green.

*At this point, a parishioner made several points not directly relevant to the agenda numbering: Could Councillors be more direct to motivate villagers to participate in village life? Time is limited; we are volunteers and most of us work during the day. Motivating people is difficult. It is estimated that only 5% of people will do anything to help.*

*Could minutes be more widely read? Minutes are made available and appear on the notice board.*

*We are a council with a new line-up, so these are early days.*

### **20. Report of ongoing matters.**

- **Woodland Project**  
Report given to Annual Meeting of the Parish
- **Good Neighbour Scheme.**  
This is ongoing
- **Councillor and Clerk Training**  
Ongoing
- **To discuss Broadband Proposals**  
Nothing to report despite the Parish Clerk chasing County Broadband. It is not a Council matter. The Clerk's letter was read out to the room. All communication from the Parish Council comes from the Clerk, but only the parishioners can escalate matters. Other parishioners have chased independently.
- **To discuss Queens Platinum Jubilee**  
Gary Mulhall gave the following report  
Everything is progressing; flyers going out shortly; afternoon tea is being supplied by Sainsbury; bar is being provided by the Social Club; there will be games and music. plus a hog roast (Katrina). Seating is an issue, and there is a question mark over the provision of straw bales. Suggestion: bring your own chair or blanket.  
More posters needed. However, Gary has already done a lot in this regard.  
Council agreed Gary is doing an excellent job.  
We do need volunteers to make this a magnificent event.
- **Agree Dates for Parish Council Meetings**

This was not discussed

### **21. Matters raised by councillors and members of the public (for information only)**

It was clarified that, once every year, there are two meetings held on the same evening: The Annual Meeting of the Parish, followed by the Parish Council Meeting

**22. To receive details of Parish Speed Watch.**

The report was given at the Annual Meeting of the Parish.

**23. To discuss the need for New Parish Councillors.**

Although we have a suitable number of councillors, we will be losing Peter Jacques Soon. We need to remain on the lookout for potential councillors going forward.

**24. Matters raised by Councillors and members of the public (for information only)**

Peter Jacques has Parish Council equipment – to be discussed at next meeting.

**25. Items for next Agenda.**

**Policies update**  
**Broadband Issues**  
**Parish Council Equipment and storage**

Meeting closed at 7.38 pm.

Next Parish Council Meetings 8<sup>th</sup> June 2022