

HARPLEY PARISH COUNCIL

Minutes of the Annual Meeting of the Council to be held on Thursday 18th May 2023 at 7.30pm at the Village Hall.

025/23 Present: Cllr A Case (Chairman) N. Steed, P. Peak, Cllr C Alexandra-Kaye
12 members of the public

026/23 Apologies: Cllr J Pocklington

027/23 Election of Chairman

It was Proposed Seconded and Unanimously approved to appoint Cllr A Case as Chairman for the forthcoming year.

028/23 Election of Vice Chairman

It was Proposed Seconded and Unanimously approved to appoint Cllr N Steed as Vice Chairman for the forthcoming year.

029/23 Appointment of Representatives

- a) Village Hall Committee - tba
- b) Harpley Primary School – Cllr Alexandra-Kaye
- c) Parochial Church Council – Cllr J Pocklington
- d) Community Car Scheme – Cllr N Steed
- e) Playground – Cllr P Peak
- f) Defibrillator – Cllr C Alexander-Kaye
- g) SAM unit – Cllr P Peak

030/23 Declarations of Interest: None

031/23 To approve the draft minutes from the meeting held on 30th March 2023

Concerns about the wording of the minutes of the March meeting agenda item 020/23 were raised by members of the public. They objected to the inferences regarding the Community Events Group that they were not following correct procedures. They were very proud of the money raised and projects that they had been able to fund within the village and were disappointed that the Parish Council did not approach them directly to ask about the group. The previous Chairman B Chandler admitted that he had made a mistake circulating and posting draft minutes of the previous meeting without members of the Council approving them. Not all members who were present at that meeting were in agreement with the wording of those minutes. After further discussion it was agreed that the minutes would be amended with the following wording before they were approved and signed.

020/23 - e. "The issue of fundraising was raised by Cllr Alexandra-Kaye and her enquiries were presented by Cllr Peak. Cllr Alexandra-Kaye sought assurances that, given the substantial grants being applied for by Harpley Community Events (HCE) from public funds the group is properly constituted and entitled to such funds. After much discussion Cllr Rose and Chandler confirmed to the best of their ability that HCE is properly constituted having accounts, a committee and a constitution and that any further details can be obtained from HCE on request".

Signature

Date

It was agreed that draft minutes of meetings would not be published without first circulating and getting full approval from those members present at the meeting.

032/23 Questions and Comments from the Public

None.

033/23 Annual Governance and Accountability Return

- (a) To approve appointment of Lloyd Mitchell as internal auditor at a cost of £40 - unanimously approved.
- (b) Annual Governance Statement 2022/23– unanimously approved
- (c) Certificate of Exemption 2022/23– unanimously approved
- (d) Accounting Statement 2022/23 - unanimously approved

034/23 Reaffirmation of Eligibility of General Power of Competence – Deferred

035/23 Report County Councillor – no report.

036/23 Report Borough Councillor – no report.

037/23 Correspondence and communications – circulated

- (a) **Update of Unity Trust Bank signatories** – It was proposed, seconded and unanimously agreed to add Cllr C Alexandra – Kaye as a signatory and to remove Cllrs Chandler & Rose.
- (b) **Clerk Vacancy** – It was proposed, seconded and unanimously approved to appoint Maxine Hayes as Parish Clerk and Responsible Financial Officer from 1.6.2023. Terms and conditions of employment to be agreed.
- (c) **Playground update** – It was reported that the playground would be inspected in June.

23/00019/TPO - Flinton Lodge, Nethergate Street – Sycamore, Lime & Holm Oak - Noted.

23/00511/F - Proposed new dwelling at Street Record, Fakenham Road – beyond date.

038/23 To approve year-end review – deferred

039/23 To approve payments for April & May – approved

040/23 Matters for next agenda – Co-option vacancy following election

041/23 Date of next meeting – Thursday 27th July 2023 7.30pm Village Hall

These minutes will remain draft and subject to changes until approved at the next meeting of the Council.

Signature

Date

DRAFT

Signature

Date