

FOXLEY PARISH COUNCIL

Minutes of the FOXLEY PARISH COUNCIL on Thursday 11 May 2023 at 8:10pm in FOXLEY VILLAGE HALL.

Present: Nicky Mears (NM), Gillian Blyth (GB), Giles Blatchford (GWB), Mark Watson (MW), Linda Rose (LR) Ali Blatchford (Clerk)

Members of the public 0

1. Apologies for absence Gordon Bambridge (GBa) and Bill Borrett (BB)
2. Declarations of interest by Council Members in items on the agenda and any applications for dispensation:
 - 2.1. GB as Treasurer of Foxley Village Hall Committee
 - 2.2. LR as Secretary of Foxley Village Hall Committee
 - 2.3. GWB as Committee Member of Foxley Village Hall Committee
 - 2.4. As we now have 3 Councillors on the Village Hall Committee, GBa has recommended that as the council does not a Quota, on any Village Hall matters, GB, LR and GWB should complete new Disclosable Pecuniary Interests & other Registrable Interests forms (DPI) stating that they have an interest in the Village Hall, this allows them to vote impartially on Village Hall items.
3. The minutes of the meeting held on 23 February 2023 were approved and signed –
 - Proposed by GB Seconded by GWB
4. Items raised from last meeting and on the minutes and not on this agenda – report progress:
 - 4.1. Highways issues: Highways to be thanked for cleaning out the gullies and filling in various potholes down The Street
 - 4.1.1. Drains on The Street – Opposite Church Farm Barns, though the drain had been cleaned out it still does not drain. Clerk to ask Highways to investigate
 - 4.1.2. Drains on Mill Road – The Drain opposite The Old Forge was missed when cleaning as it was under a puddle at the time. Clerk to ask Highways to clean.
 - 4.1.3. Pothole on Mill Road. Clerk to contact Highways
 - 4.1.4. Straw and mud on The Street. Highways were looking at discussing this with the Moore Farm, nothing happened, not heard back from Highways. Clerk to contact Highways.
 - 4.2. Lay-by on A1067 going towards Fakenham. Closure of lay-by to deter fly tipping. Highways are not happy to close the lay-by. They may be happy to cut back the vegetation, so the Lay-by is not screened from view, Highways are going to look at doing this. While BB attended the Annual Parish Council Meeting, we raised this issue, he will investigate why Highways will not close the Lay-by and get back to us. Email also sent to Gordon Bambridge to see if there is any further news on the temporary camera to catch possible fly tipping. Not heard anything back. Clerk to chase.
 - 4.3. Litter bin by bus shelter not being emptied. Emailed Breckland Council and the bin has been put on their schedule for future rounds. This seems to be happening now.
 - 4.4. Litter Picking Saturday 15th April 2023. We would like to thank the members of the public that volunteer their time for this event. And thanks go to the Village Hall ladies for baking some delicious cakes for the coffee and cake after everyone's hard work.
 - 4.5. New Planning Policy, being set up by Breckland District Council. GWB went through all 60 questions with the Councillors and sent the form of to Breckland Planning Policy Team. Thank you GWB for your time in doing this.
5. Planning applications.

None

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6. Finance:

6.1. Clerks Salary:

Hours worked: 22nd February 2023 to 11 May 2023 50.25 hours
Total salary for the period 22nd February 2023 to 11th May 2023 £714.05.

6.2. To approve and sign the Summary of Accounts for the period from 22nd February 2023 to 31st March 2023.

- Proposed by MW Seconded by LR

6.3. To approve and sign the Summary of Accounts for the period from 1st April 2023 to 30th April 2023.

- Proposed by GB Seconded by GWB

6.4. Authorised Payments per invoices received: –

Clerks Salary £714.05

St Thomas, Foxley for the upkeep of the churchyard: Donation £265 – awaiting invoice.

Data Protection Registration with ICO - £ 40 to be taken by Direct Debit on 09.5.23

NALC Subscription £131.93 plus Website £70 equals £201.93

NPTS Subscription £55

Insurance £1337.36

Reeves Tale £200 – donation as agreed on 1 December 2022 meeting Minutes Item 11.2

Community Car Scheme £91.87

Internal Audit: £60

Village Hall Committee: Donation £265 this payment has been delayed until the next meeting when the Council has received new DPI forms from GB, LR and GWB and an Invoice from the Village Hall Committee.

- Proposed by MW Seconded by GWB

7. Annual Accounts 2022-23

7.1. Certificate of Exemption.

7.2. Internal Auditor Report with Item raised by Internal Auditor report.

7.2.1. The Precept that was agreed on the 1st December 2022 (Item 11) but did not have a resolution. The Precept was Proposed by MW and Seconded by GWB

7.2.2. Spreadsheet set up with Notes/Comments so Clerk/RFO and Councillors can good accountancy is carried out in future and all matters raised are dealt with.

7.3. Annual Governance Statement

It was agreed that we could say yes to all items on the Governance Statement except for Item 7 as things had been missed in previous years Auditors Report, but we have now taken the necessary action for future Audits.

7.4. Accounting Statement

7.5. Bank Reconciliation

7.6. Receipts and Payments Summary

- Annual Accounts Proposed by GB and Seconded by LR

8. Matters raised by the residents - None.

9. Matters going forward:

9.1. Update financial regulations, still to follow as LR and Clerk are still trying to get Barclays to take LR of as Administrator and put Clerk as the new Administrator.

9.2. Next Parish Council Meeting will be on the 3 August 2023 and 12 October 2023, at 7.30pm at Foxley Village Hall.

Meeting closed 9:06pm

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Signed Chair Dated.....