

SYDERSTONE PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 19 MAY 2011 IN AMY ROBSART HALL.

PRESENT: Cllr G Taylor
Cllr R Thompson
Cllr M Askew
Cllr A Schmidt
Cllr Ms M Thompson
B W Lloyd
Ten Parishioners

1. TO RECEIVE DECLARATIONS OF ACCEPTANCE OF OFFICE

All declarations were duly signed.

1a Chairman's Report

Before presenting his report, the Chairman was pleased to announce his forthcoming marriage, all applauded him. The Chairman then presented his report to the meeting.

See Appendix 1 for a transcript of the Report.

Mr N Riches thanked the Chairman for all his support to the Amy Robsart Hall.

1b Clerk's Report

The Clerk's report had been circulated with the agenda

See Appendix 2 for a transcript of the Report

2. ELECTION OF CHAIRMAN

Cllr Taylor invited nominations for Chairman. Cllr Ms M Thompson proposed Cllr R Thompson. Cllr A Schmidt seconded. There were no other nominations. Cllr R Thompson accepted and signed the Declaration of Acceptance of Office.

The new Chairman thanked Cllr Taylor for his hard work as the previous Chairman.

3. ELECTION OF VICE CHAIRMAN

There were no nominations for Vice Chairman.

4. APOLOGIES FOR ABSENCE

None.

5. APPOINTMENT OF CLERK/RFO

Chairman explained that Cllr Ms M Thompson and himself had very recently interviewed Mr Brian Lloyd for the position of Clerk and Responsible Finance Officer. The Chairman proposed the appointment of Mr Brian Lloyd. All in favour.

Resolved to appoint Mr Brian Lloyd as Syderstone Parish Council Clerk and Responsible Finance Officer.

6. APPOINTMENT OF REPRESENTATIVES AND SPOKEPERSONS

The Chairman invited nominations for Representatives and Spokepersons. Cllr Schmidt proposed Cllr Taylor as Representative for the Village Hall. All in favour. **Resolved to appoint Cllr Taylor as Representative for the Village Hall.**

Cllr Taylor reported that Mr D Sparrow had given his resignation at the last meeting as Representative for Local Police and he may not be able to continue as Representative for the Parish Newsletter.

Action: Cllr Taylor to establish whether Mr D Sparrow could continue with Newsletter if assistance with driving given.

Cllr Taylor advised that normally the Chairman's Report, presented to the Annual Parish Council Meeting, is published in the June Parish Newsletter.

The Chairman asked the Meeting if anybody else maybe interested in being Parish Newsletter Representative, no names forthcoming at the Meeting.

7. TO CONSIDER FOR APPROVAL THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 20 MAY 2010, PREVIOUSLY APPROVED ON 17 JUNE 2010.

The Minutes of the 2010 Annual Parish Council Meeting had been approved at the meeting held on 17 June 2010. All confirmed that the Minutes had been approved.

8. TO CONSIDER FOR APPROVAL ACCOUNTS FOR 2010/11, PREVIOUSLY APPROVED ON 21 APRIL 2011

Chairman proposed that the accounts be approved. All in favour. **Resolved to approve the accounts for financial year 2010/11.**

9. TO ACCEPT FINANCIAL REPORT FOR 2010/11

Chairman proposed that the financial report for 2010/11 be approved. All in favour. **Resolved to approve the financial report for 2010/11.**

10. APPOINTMENT OF INTERNAL AUDITOR

Cllr Taylor proposed that Mrs D Goff be appointed Internal Auditor for 2011/12. All in favour. **Resolved to appoint Mrs D Goff Internal Auditor for 2011/12.**

There being no further Annual Parish Council Meeting business the Chairman closed the meeting at 7.43pm

Appendix 1 - Transcript of Chairman's Report.

Chairman's report Syderstone Parish Council May 2011

It is with sadness that our clerk for nearly 30 years Mrs Irene Woods has decided to resign for personnel reasons she has over the many years served this community well and in my term of office enabled S.P.C. to obtain grants of many thousands pounds that have resulted in improving the facilities in our community. foot paths bus shelter supporting the Amy Robsart Village Hall both inside and out ,just to mention a few S.P.C. projects. To her and family Thank You.

We have had three visits from the Mayors of Kings Lynn as well as our own M.P.from time to time, while I have served as Chairman to S.P.C.,I have endeavoured to promote our village where and when possible and to this end I am sure that our grant funding has been successful because we are known as a village that is forward looking I hope that this will continue.

With little grant funding available only small projects have been able to be done but the grass cutting both for the village playing field and the church yard have been maintained to as higher standard as possible.

The two major planning issues regarding the wind farms have taken both a lot of parish time in our meetings as well as attending external meeting with other interested parties, and shall no doubt continue to do so.

The village pond is a mess and as it is privately owned little can be done by this council (we have tried.)

For me its time for change and although I shall continue as a councillor someone else will have the reigns.

So my thanks go to all the council my Vice-Chairman Brian Poulson for all the support in keeping me up to date with Internet news and general advise.

Cllr Richard Woods for responsibility for pathways trees and farming matters.

Cllr Mick Askew for maintaining the parish playing field and being at war with the moles, not forgetting the wonderful job of up grading the swings with new chains and seats and painting the supports with materials supplied by the council, and keeping the play equipment to health and safety standard requirements

Cllr David Daly for his knowledge regarding building and planning matters.

Cllrs Debbie Pepper and Ron Cushly for there support while in office .

Special Thanks to

Our M.P. Henry Bellingham,

County Councillor (Retired)Mrs Monbiot

District /CountyCouncillor Michael Chenery of Horsbrugh

King's Lynn and West Norfolk Borough Council

Local Police Officers.

David Sparrow who puts together our parish news letter and its advertisers for their support & David Barden for delivering them.

Our very own Postmasters for providing such an excellent service in our Village hall Wednesday AM & Fridays PM

Syderstone is a good place to live and continues to move forwards, the Council and those that provide facilities within our village The Amy Robsart Village Hall Lynn Arms our Pub and St Mary's our Church all need your support , as the saying goes "If you do not use it , you may loose it".

Thank you all in Syderstone who have attended our at meetings and have brought issues to our notice

Gerry Taylor.

19.05.2011

Appendix 2 - Transcript of Clerk's report

Financial Report for year ending 31st March 2011

Receipts

A balance of £5976.82 was brought forward at 1st April 2010.

The precept was held at the same level as the previous year ie £8450.00

£447.93 of VAT was reclaimed.

Bank interest remained extremely low at £4.60.

Revenue from newsletter adverts had increased to £120.00 but not enough to cover printing costs.

The number of advertisers had reduced during the year but new advertisers had recently come forward which would increase newsletter income.

Payments

Audit costs were less due to a reduction in the audit fee charged by Mazars.

Streetlighting costs, both power and maintenance, remained unchanged at £1210.44.

Hall hire costs had increased, eleven meetings were held.

Insurance costs had increased by a small amount, £679.36 compared with £658.61.

Subscription costs were slightly lower at £203.50. This was due to the subscription to Norfolk ALC being lower, £118.50 compared with £121.28. There had been slightly fewer on the electoral roll.

Playingfield costs were higher. Following complaints from parishioners about swings leaving marks on children's clothes, new swings and fittings were purchased. The total cost of £1711.51 was made up of £537.00 cutting playingfield grass; £182.81 maintenance of playingfield footpath; £532.95 purchase of new swings and fittings; £46.25 new litter bin liner; £52.50 paint etc, and £360.00 mole control.

The Clerk's salary was higher due to the Clerk being paid in line with NALC pay scales.

Clerk's expenses were higher. The figure of £363.06 was the total of expenditure for fifteen months, 1st January 2010 to 6th March 2011, compared with £319.71 for twelve months, and included £40.00 paid to David Barden for delivery of parish newsletters, and a £25 gift voucher given to Tom White for research into Land Registry on behalf of Council.

David Sparrow had not been able, due to health problems, to attend so many meetings of Safer Neighbourhood Action Panel.

Newsletter printing costs were lower. There were the same number of newsletters this year but the cost depends on the number of pages per copy.

The play equipment safety inspection cost appears to be greatly reduced. This is because in 2010 Council were able to have the inspection carried out during the RoSPA designated month for Norfolk ie June. The previous year it had been necessary to arrange an inspection later in the year, at a much greater cost, when it was discovered that NORSE no longer carried out inspections.

Section 137 payments were higher at £1015.00. This total is primarily maintenance of the Churchyard costing £845.00; £100.00 grant to Great Massingham Area Community Car Scheme; £50.00 donation to St Mary's Flower Festival; and £20 for a Remembrance Day wreath which was the cost of the wreath plus a small donation.

VAT totalled £543.16.

Cash In Bank

At 31st March 2011 £265.10 was held in the Community Account and £7064.99 in the Base Rate Tracker Account. There was one unrepresented cheque for £360.00 resulting in a balance of £6970.09 to be carried forward. It must be noted that this £6970.09 included £600.04 belonging to Syderstone Football Club and £181.27 belonging to Syderstone Cricket Club.

SYDERSTONE PARISH COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDING 31st MARCH 2011

| | 2009/10 | 2010/11 |
|--|-----------------|-----------------|
| RECEIPTS | | |
| Balance brought forward | 5861.40 | 5976.82 |
| Precept | 8450.00 | 8450.00 |
| Repayment of VAT | 219.39 | 447.93 |
| Bank interest | 4.21 | 4.60 |
| Newsletter adverts | 105.00 | 120.00 |
| Display of election posters | 6.00 | 6.00 |
| Helhoughton PC play equipment inspection | 130.50 | |
| MHB Services Ltd repayment of VAT | 5.20 | |
| Syderstone Cricket Club funds | | 181.27 |
| Syderstone Football Club funds | | 600.04 |
| | 14781.70 | 15786.66 |
| PAYMENTS | | |
| Audit | 170.00 | 155.00 |
| Streetlighting | 1210.44 | 1210.44 |
| Hall hire | 140.00 | 154.00 |
| Insurance | 658.61 | 679.36 |
| Subscriptions | 206.28 | 203.50 |
| Playingfield & playingfield footpath | 1171.00 | 1711.51 |
| Clerk's salary | 2462.00 | 2494.00 |
| Clerk's expenses | 319.71 | 363.06 |
| Chairman's expenses | 88.00 | |
| Mr D Sparrow expenses | 25.00 | 20.00 |
| Newsletter printing | 190.50 | 175.00 |
| Litter bin | 435.85 | |
| Play equipment inspection | 261.00 | 81.00 |
| Stationery | 56.48 | |
| Licence for amenity land | 50.00 | |
| Barclays Bank VAT | | 6.24 |
| Section 137 | 912.08 | 1015.00 |
| VAT | <u>447.93</u> | <u>548.46</u> |
| | 8804.88 | 8816.57 |
| CASH IN BANK | | |
| Community Ac | 560.19 | 265.10 |
| Business Base Rate Tracker Ac | 5560.39 | 7064.99 |
| - Cheques not presented | 150.00 | 360.00 |
| + Overpayment of VAT | 6.24 | |
| Balance carried forward | 5976.82 | 6970.09 |

Chairman


 G. Ann. 2/4/11

Clerk

IM Woods
 2/4/11

Internal Auditor

A. M. Green
 18/04/2011