

Clerk's report

Great Melton Parish Council



We are looking forward to seeing the refurbishment of the village hall/pavilion now that they are almost completed

Clerk's report

The items below relate to actions/resolutions from the 13 February meeting:

Item 3: Approved minutes of the November meeting and draft minutes of the February meeting - These have been uploaded to the Parish Council's website.

Item 5: Public participation - The condition of particular trees in the village was raised by a member of the public in attendance. The Clerk was asked to contact the District Council to ask if they think a tree preservation order is appropriate for an oak tree. An update will be provided at the meeting.

Item 9: Planning applications - The comments of the two applications considered were posted on the District Council's website the day after the meeting.

Item 10: Equinor wind farm cable route - Refer to update on [The Planning Inspectorate's website](#).

Item 11.2: Payments – All payments have been made as listed in the minutes, except the flooring payment which will be brought to the May meeting.

Item 11.3: Contribution towards village hall refurbishment project - The flooring was fitted in mid/late April and the invoice received shortly after completion. The payment features on the payment list (£3,000 + VAT).

Item 11.5: Approval of the budget and precept – The budget has been posted on the website and the precept request sent to Broadland & South Norfolk District Council.

Items requiring explanation on the 9 May agenda

This is the first meeting of the newly elected council and the start of a four-year term of office. At this meeting the council will elect the Chair and Vice-chair from its members. Councillors will sign their declaration of acceptance of office ahead of the meeting (which the Clerk will bring along). Items 8, 9 and 10 are items that are usually only considered once every 4 years unless it is necessary to discuss more frequently.

Item 8: Eligibility and re-adoption of the General Power of Competence - The Council is able to adopt this far-reaching power if it has a qualified clerk and has two-thirds of councillors elected. It is necessary to confirm at the first meeting of the new council that it meets this criteria and wishes to re-adopt the power and this will last for 4 years until May 2027. It is useful because it allows the Council to do anything that an individual can do although the Council must be mindful that it is spending tax payers' money.

Item 9: Appointment of councillors to committees and other bodies - The Council will need to vote on membership of the Highways Working Group and representation on the village hall committee.

Item 10: Consideration of bank signatories - The Council will review if it is happy for the current signatories to continue or wishes to appoint new signatories.

Item 11: Planning application for consideration in Wramplingham parish which borders Great Melton Parish for a dog training field - Although the District Council has not notified the Council of the application it has an impact on Great Melton residents so therefore appropriate for the council to consider submitting a comment.

Item 12: Report regarding Village Hall Management Committee meetings - Cllr Sears has asked that this item features on all agendas so that an update can be given. He will present a brief verbal report.

Item 14: Finance - The internal audit for the 2022-23 financial year took place in late April. Following review of the asset register (no changes to this), the Council will approve the accounts and governance statement of the annual return (AGAR) and will be able to declare itself exempt from external audit. The church has requested a grant towards churchyard maintenance (councillors refer to letter from the church). The 3-year insurance policy enters the second year in June and therefore no decision is required just an agreement to pay the annual premium detailed on the payments' list.

Item 15: Response from Highways regarding reduction in speed limit report recently submitted - The Highways Engineer has submitted the report to the Road Safety Community Fund project team for their review. He has formally confirmed his support. In a recent email, the Highways Engineer said: "The RSCF Team has acknowledged receipt and as the scheme engages South Area (April onwards I understand) they will contact you and myself to review and progress feasibility. It is likely the Network Safety & Analysis Team will look to initiate a speed limit assessment to collate data of traffic counts/speeds/behaviour, etc, to present this information ahead the RSCF submittal deadline (November 2023). There is of course a fee associated to this work, normally £2k to £2.5k, but we can explore sources to fund this as matters progress."

Item 17: Date of next meeting - Bring diaries to the meeting. Next likely meeting will be 11 or 18 September.

Additional items for information

For Councillors: The next Broadland and South Norfolk Town & Parish Council Forum will take place on 7 June from 10.30 am. This forum will take place on Zoom. It will be an opportunity to provide updates on key issues and also to ask questions and discuss areas of interest. Contact the Clerk for further details.

The Norwich Western Link/A47 Local Liaison group will next meet on 31 May from 5.30 pm - 7 pm at The Costessey Centre. Councillors welcome.

Finance - The first half of the precept (£460) was received in late April. The year-end finances are ready for approval at the May meeting.

The Clerk has resigned from the role and will be leaving in late May/early June. A replacement will be discussed at item 18.