

SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

Clerk to the Council – Jim Graves C.Eng. M.I.E.T. D.M.S. M.C.M.I.
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MINUTES OF THE MEETING HELD ON May 17th..2023

Present: Mrs.Sue Darling (Chair) Mrs.Helen Mutimer (Vice-chair) Mr.Steve Williams
Mr.John Powles

In attendance: Mr.J.Graves - Clerk Public – None Mr.Greg Peck (NCC)

1. **Declarations of acceptance of office** were signed by all members
2. **Chairman** Sue Darling was re-elected Chairman for 2023/24
3. **Vice Chairman** Helen Mutimer was elected vice-chairman
4. **Apologies** Mr.Trevor Nelson Mr.Peter Bulman (BDC)
5. **Declarations of Interest** None
6. **Minutes** of the meeting on March 15th. were confirmed and signed.
7. **Reports** The Clerk reported s.106 funds of £13,588 were being held by Broadland DC in respect of developments in Lt.Witchingham. members were asked to consider projects which might qualify for funding from this source. Steve Williams tabled his Commons Report.
8. **Planning** 2023/1194 Church Farm Cottages, Alderford. Replace single storey rear extension, two storey side extension, new vehicular access, change of use from agricultural to residential curtilage. The Council raised no objection.
9. **Noticeboard** The request from a resident for a noticeboard to be reserved exclusively for commercial notices did not command support.
10. **Upgate Common** The resident who had recently had a water connection with part of the infill subsiding had dealt with the issue. He also requested that a small quantity of hardcore be left near his premises as he would volunteer to infill potholes. The Clerk would discuss this with him as the Council agreed in principle.
11. **Internal Audit** Mr.Dack had completed the audit and had found no matters requiring the attention of the Council.
12. **Exemption Certificate** It was agreed to complete the certificate which gave exemption to very small council from the external audit.
13. **Annual Accounts**
 - a) The Annual Governance statement was agreed and signed.
 - b) The Annual Accounting Statement was adopted and signed.
14. **Correspondence** None
15. **Finance** The Clerk tabled an update on the Council's finances and the following cheques were approved:

Norfolk Cons. Corps	Commons	£37.50
PLG Farm Supplies	Posts (inc.VAT)	£197.56
Gallagher Insurance	Annual Renewal	£519.93
Norfolk ALC	Subscription	£188.90
CGM	Mowing (inc.VAT)	£76.80
16. **Clerk's and Councillors' Reports** It was agreed that the Clerk advertise the fact that up to two residents could be co-opted to fill the current vacancies. The effectiveness of the log barriers on the approach to Upgate Common would be reviewed in July. A broken sign at Church Street and mud on the road in Ketts lane would be reported.
17. **Next Meeting** Swannington Church July 19th. 7.30 p.m.