

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL
ON WEDNESDAY 16th NOVEMBER 2022 at 7.00pm**

PRESENT: Mr R Anderson-Dungar (Deputy Chairman)
Mr N Andrews
Mrs P Ashby
Mr S Clarke
Mr S Elliott
Mr D Holgate

IN ATTENDANCE: Mr C Studholme (Clerk)

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr J van Poortvliet, Councillor John Toye and Councillor Saul Penfold.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

The following interests were declared – Mr Anderson-Dungar – Allotments. There were no requests for dispensations.

3. MINUTES

Minutes of the Meetings held on the 19th October 2022 were **confirmed and signed.**

4. INFORMATION ON MATTERS ARISING

a) SAMs. The Clerk had been unable to determine where the SAM sign, which might be available for the Council to share, was currently located. The sign had been purchased by Councillor Penfold's predecessor. It was agreed to discuss the matter with Councillor Penfold when he was next able to attend a Parish Council meeting.

b) Hedge along Bridge Road. Mrs Ashby had spoken to the owner of the hedge concerned and some work had started in cutting it back, although most of the verge still remained covered with the hedge. Mrs Ashby or the Clerk would remind the owner if no further work to cut the hedge back is carried out.

c) Broadband. A letter had been sent by email to Duncan Baker MP, to try to enlist his support in speeding up Openreach in their provision of Full Fibre Broadband to the village. An initial date for provision had passed and was now not scheduled to early 2024 at the earliest. Mr Clarke had signed up for Broadband with County Broadband who apparently install their own infrastructure. It was agreed that Mr Elliott would contact County Broadband to set up a meeting to see what they would be able to offer. Noel Bartram and the Clerk were also to attend the meeting.

5. OPEN FORUM FOR PUBLIC PARTICIPATION

No members of the public were present.

6. REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

Police – Operation Randall Newsletter previously circulated was **noted**.

District Council – Cllr Toye – No report

County Council - Cllr Penfold – No report.

It was noted that no representative from the Police had attended a meeting recently. The Clerk was to investigate who might be available and invite them to a future meeting.

7. ITEMS REFERRED FROM PREVIOUS MEETING

Christmas event. The event had been scheduled for 6.30 pm on Monday 19th December. Mr Elliott was to draft another newsletter to inform residents. He was also to procure mulled wine and mince pies. Reverend Chamberlin had agreed to lead the carol singing and Mr Anderson-Dungar would obtain song sheets. Prizes were to be awarded for the best Christmas lights display. It was agreed that in the case of rain being forecast, the event would be held in the Community Hall, but that if it started to rain during the event on the Village Green the event would not then de-camp to the Community Hall.

8. CLERK'S REPORT

To receive updates/reports on areas of parish council responsibility:

1. ELDEN'S RETREAT

Mr Elliott and the Clerk were to meet to discuss the sign for the site.

2. VILLAGE GREEN

2000 crocus bulbs had been planted over the weekend of 5th-6th November.

3. ALLOTMENTS

Nothing to report.

4. TELEPHONE KIOSK

Mr Anderson-Dungar had sent an email to Councillors reminding them of the proposals for the kiosk.

9. CORRESPONDENCE/REPORTS

None received.

10. POLICIES

None for consideration. The Clerk was to prepare a list of policies for review during 2023. Progress on Council priorities for 2022 would also be reviewed at the next meeting.

11. FINANCE REPORT

1. SIX MONTHS TO 30th SEPTEMBER 2022

A spreadsheet had been circulated detailing income and expenditure during the first six months of the financial year. Expenditure is not spread evenly over the year, and some large bills (e.g. grass cutting) had yet to be received. Net expenditure for the year had been re-forecast as £16,679 against a

budget of £16,347. Some items had not been as much as anticipated (e.g. NI, pension for new Clerk), but the role of Team Leader had not been included in the original budget but was now in the re-forecast.

2. BUDGET FOR 2023-24 – 1st DRAFT

A draft, incomplete budget had been circulated for discussion. Costs had tentatively been increased by 10% on the current year's figures. Most cost items are relatively small, with larger items being Insurance and Clerk. Some items in the budget for 22-23 would not be repeated during 23-24. It was anticipated that the budget would be the same or less than the current year. There was discussion about the need to keep the precept low, but also to ensure that we budgeted as closely as possible to what we expected to spend during the next financial year. It was noted that the budget did not include any expenditure for any new priorities which the Council might wish to pursue during 23-24. The Clerk was to circulate a revised budget during December for virtual discussion.

3. SCHEDULE OF BILLS OF PAYMENT

The following bills for payment had been circulated:

- a) Clerk Salary, allowances and back pay £686.37
- b) Mo Anderson-Dungar invoice and back pay £198.72
- c) Parish Online £50.40
- d) Stuart Clarke – Village Green planting £411.91
- e) Poppy Wreaths £40.00

In addition the premium for Insurance renewal was approved in principle. The current quote was £1930 but this might change as a result of recent improvements to the Hall (notably the heating system). A revised quote was awaited. It becomes due on 1st December. Mr Andrews proposed that the payments be accepted, seconded by Mrs Ashby.

4. BANK RECONCILIATION FOR OCTOBER 2022

The document previously circulated was **accepted**.

5. CASHBOOK 1 APRIL 2022 TO 31st OCTOBER 2022

The document previously circulated was **accepted**.

6. SCHEME OF DELEGATION

None.

12. **PLANNING MATTERS**

None to consider.

13. **ITEMS FOR INFORMATION/FUTURE AGENDA**

Budget and Precept 2023/24.

14. **DATE OF NEXT MEETING**

It was agreed that there would not be a Council meeting during December unless urgent matters arose. The next Parish Council Meeting would therefore

be held on **WEDNESDAY 18th JANUARY 2023 at 7.00pm** at Banningham & Colby Community Hall.

15. CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 8.50p.m.

Signed (Chairman)

Date

DRAFT