

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL
ON WEDNESDAY 10th APRIL 2024 at 7.00pm**

PRESENT: Mr R Anderson-Dungar (Chairman)
Mrs P Ashby
Mr S Elliott
Mr D Holgate
Mrs J Morgan
Mrs S Woolliams

IN ATTENDANCE: Mr C Studholme (Clerk)

1. APOLOGIES FOR ABSENCE

Mr N Andrews.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

The following interest was declared – Mr Anderson-Dungar – Allotments.

3. MINUTES OF THE MEETING HELD ON 27th MARCH 2024

The minutes were agreed, proposed by Mrs Morgan, seconded by Mrs Ashby.

4. INFORMATION ON MATTERS ARISING

(a) Residents' Survey. There had been a good response to the survey with a 40% response rate. There was still more analysis to be carried out but an initial summary had been circulated by Mr Elliott.

(b) Play Equipment. The Residents' Survey had suggested strong support for the equipment being located at Elden's Retreat. It was unsure whether planning permission would be required as there had been conflicting advice. Mr Anderson-Dungar was to speak to NNDC. The eventual supplier would be able to produce the necessary plan and specification and possibly submit an application for planning permission if it were required. An application for funding to the LEP was in progress.

(c) Woodview Farm, Long Lane, Colby. Mrs Morgan reported that a dog had escaped from the property and attacked another dog while it was being walked, requiring treatment by a vet. The incident had been reported to the police. NNDC's enforcement was to visit the property and had been warned of potential dangerous dogs on site.

5. OPEN FORUM FOR PUBLIC PARTICIPATION

None.

6. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

None.

7. ITEMS REFERRED FROM PREVIOUS MEETING

None.

8. CLERK'S REPORT

1. **Elden's Retreat** – Nothing to report
2. **Village Green** – The Clerk was still to speak to the contractor regarding the uneven cutting of the grass and skid marks left by the operator going too fast.
3. **Allotments** – All plots now being cultivated.
4. **Information Centre (Telephone Kiosk)** – The work required was underway preparing display panels for Elden's Retreat and Colby School.
5. **SAM** – the Clerk was to contact Gavin Watson at ATC to seek advice on downloading data from the SAM.

9. CORRESPONDENCE/REPORTS/EVENTS

None.

10. POLICIES

None.

11. FINANCE REPORT1. SCHEDULE OF BILLS OF PAYMENT

The schedule of bills awaiting authorisation for payment for April had been circulated. All payments were approved and the schedule was signed by the Chairman. These were:

• Colin Studholme – Clerk's salary (net)	£ 475.09
• Colin Studholme – Clerk's Allowance	£ 26.00
• Colin Studholme – Meeting Expenses (reimbursement)	£ 5.70
• Colin Studholme – Stationery (reimbursement)	£ 8.98
• Elise Mabbutt – Hall Administrator's salary (net)	£ 113.70
• Banningham & Colby Community Hall (1 st grant payment)	£ 500.00

2. BANK RECONCILIATION AS AT 31st MARCH 2024

This was noted by members and signed by the Chairman.

3. THE BANK STATEMENTS FOR MARCH 2024

The Bank Statements were noted as being in agreement with the Bank Reconciliation.

4. CASHBOOK AS AT 31st March 2024

The Cashbook was noted as being in agreement with the Bank Reconciliation.

5. SCHEME OF DELEGATION

None.

Acceptance of the Finance Report was proposed by Mr Elliott and seconded by Mrs Woolliams.

12. PLANNING MATTERS

The Clerk was to check the NNDC website to see if there had been any decision on the Mill Road site Lawful Development matter.

13. ITEMS FOR INFORMATION/FUTURE AGENDA

None.

14. DATE OF NEXT MEETING – The next meeting was agreed as **WEDNESDAY 15th MAY 2024** at 7.00pm at the Community Hall.

15. CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 9.10pm.

Signed (Chairman)

Date

DRAFT