

Tibenham Parish Council

Minutes of the Parish Council meeting held virtually on **Wednesday, 13th May 2020 at 7.30pm**

Councillors present: Gareth Roderick-Jones (Chairman), David Timson (Vice Chairman), Auriel Mephram, Caroline Knight, Darren Gipson, Gemma Lambert

Apologies: County Cllr Spratt

In attendance: Marianne Purdy (Parish Clerk), District Cllr Easter, three members of the public.

1. Public Forum

Three members of the public were in attendance to discuss planning application no: 2020/0769 Land adj to Greyhound Public House, erection of 2 houses and double garage. All points raised were noted by the Council.

2. County Councillor and District Councillor Reports

(a) County Councillor Spratt forwarded an update from Norfolk County Council which was circulated to all Councillors.

(b) District Councillor Easter encouraged all to go to the Government website and read the 50 page document on Coronavirus COVID-19 which explains in full the Government's stance. South Norfolk Council are starting to assist businesses in re-opening.

3. Apologies for absence

County Councillor Spratt

4. Declarations of interest

None

5. Approval and signature of Minutes and any matters arising

The minutes of the meeting 11th March 2020 were agreed by the Council as a correct record without amendment – these will be signed at the next face-to-face meeting. Cllr Roderick-Jones proposed that the minutes were accepted; seconded by Cllr Gipson. No matters arising.

6. Planning Applications

All planning applications previously circulated to Councillors.

2020/0748	Land at Tibenham Farm, Hill Road	3 bedroom bungalow for site manager within an existing poultry farm, providing access from existing means Comments: South Norfolk Council are further investigating this application in terms of the site is in a location where residential development would not normally be acceptable. SNC are consulting with the Agent. Incorrect address stated on application.
2020/0769	Land Adj To Greyhound Public House	Erection of 2 no. houses and double garage Comments: Parish Council to submit comments to South Norfolk Council. There are 3 separate applications related to this property.

7. Clerk's Report

The clerk informed the Council that a Notice of Casual Vacancy had been placed on the website and noticeboard and a copy sent to South Norfolk Council following the resignation of Cllr Harris.

8. Chair's Report

The chair informed the Council that Alan Harris had stepped down from his role of Councillor with Tibenham. The chair thanked Mr Harris for his time and hard work, and said he had been asset to the Council. Therefore, there is currently a vacancy on the Council.

9. Community Infrastructure Levy (CIL)

Deferred to next meeting. Further investigation into a trod path at Pristow Green Lane (DT).

10. Tibenham Gliding Club

Deferred to next meeting.

11. War Memorial

Deferred to next meeting.

12. Fundraising ideas

Deferred to next meeting.

13. Training for Councillors and Clerk

Clerk to look into this for when Council are able to physically attend training.

14. Exemption Certificate for Annual Return

Figures were circulated prior to the meeting. Cllr Timson proposed to agree and sign the Exemption Certificate as an exempt smaller authority; seconded by Cllr Mephram. Unanimously agreed.

15. Internal Audit

Discussions held around the need for an Internal Auditor to audit 2019/20 annual accounts.

16. Annual Return Accounts

All accounts were circulated prior to the meeting. Cllr Roderick-Jones proposed acceptance of the figures; seconded by Cllr Gipson.

17. Finances

As at 7th May 2020 **Savings Account: £6870.24 Current Account: £3721.54**

The Parish Council authorised payment of the invoices listed below. Proposed by Cllr Roderick-Jones; seconded by Cllr Timson.

Miss M Purdy	Clerk's wages x 2 months	£262.08
Norfolk Association of Local Councils	Annual Subscription (£135.47) and Hosting of Website (£35.00)	£170.47
Newman & Co	4 months payroll fees and Year End processing	£108.00

It was noted that monies received £2098.00 part 1 of precept.

18. Community Hall

Cllr Timson, in his role as Chair of the Community Hall, updated the Parish Council.

19. General Correspondence

All correspondence circulated prior to the meeting – no action required.

20. Items for next Agenda/Date of next meeting:

Next meeting **Wed, 8th July 2020 at 7:30pm**

The Chairman closed the meeting at 8:29pm