

Tibenham Parish Council

Minutes of the Parish Council meeting held in the Main Hall Room, Tibenham Community Hall on
Wednesday, 19th May 2021 at 8.00pm

Councillors present: Gareth Roderick-Jones (Chairman), David Timson (Vice Chairman), Darren Gipson, Caroline Knight, Leah Smith.

In attendance: Alison Ibbitt (Parish Clerk), County Councillor Barry Duffin, District Councillor James Easter.

1. Election of Chairman for the coming year

The Vice-Chairman invited nominations for the Office of Chairman. Mr Roderick-Jones was nominated by David Timson and seconded by Darren Gipson. With no further nominations, all agreed to elect Mr Roderick-Jones to serve as Chairman for the coming 12 months. Mr Roderick-Jones signed a Declaration of Acceptance of Office.

2. Election of Vice-Chairman for the coming year

Cllr Roderick-Jones invited nominations for Vice-Chairman. Mr Timson was nominated by Darren Gipson and seconded by Caroline Knight. With no further nominations, all agreed to elect Mr Timson to serve as Vice-Chairman for the coming 12 months. Mr Timson signed a Declaration of Acceptance of Office.

3. Public Forum

No members of the public were present.

4. Reports

County Councillor Duffin – nothing to report.

5. Apologies for Absence

Gemma Lambert.

6. Declarations of Interest

None.

7. Approval and signature of Minutes and any matters arising

The minutes of the meeting 10th March 2021 were signed by the Chairman as a correct record without amendment. There were no matters arising.

8. Clerk's Report

The clerk reported reviewing of Financial Regulations, the Chair stated to defer until the July meeting. Clerk to circulate to Councillors before next meeting.

9. Planning Matters.

No planning matters reported

10. Chair's Report.

Cllr Roderick-Jones - nothing to report.

11. Highways.

Cllr Roderick-Jones and David Timson have a meeting on 20th May 2021 with Highways. Adam Mayo is the new Highways contact.

12. Grit Bins and Winter Ploughing.

To defer to next meeting

13. Parish Council Facebook Page.

Use the Tibenham Connected Facebook page and Nextdoor Tibenham website, both are effective.

14. War Memorial.

To defer to next agenda. Clerk to review any emails received.

15. Spending of CIL monies

Defer to next meeting.

16. Training for Councilors and Clerk

Councillors to have training with neighbouring Parishes, face to face around autumn. Clerk to source training asap.

17. Exemption Certificate for Annual Return

The Parish Council agreed to approved and sign the Exemption Certificate for Tibenham.

18. Annual Return

Cllr Roderick-Jones initialed the end of year figures and bank reconciliation for 2020/21; Clerk to circulate Annual Accounts to Councilors by email.

19. Finances

Finances – as at 3rd May 2019 **Savings Account: £5844.56** **Current Account:** No access due to handover of Clerk role.

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	£271.96
Newman & Co	Payroll Fees x 3 months and end of year	£84.00
Norfolk ALC	Subscription	£170.47

20. Community Hall update

Cllr Timson, in his role as Chair of the Community Hall, updated the Parish Council: Reopened to the public and outlined the programme for the rest of the year. Made improvements over lock down. Planning a fun day in July and a formal opening of the playground.

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

Next meeting: **Wednesday, 14th July 2021 at 7:30pm**, Items: none.

22. Any other business.

Cllr Roderick-Jones notes for Annual Parish Meeting to be added to the website.

The Chairman closed the meeting at 8.30pm