Minutes of the First Meeting of the Council

held on Thursday 9th May 2019 in the Church, Paston

Present: N Bardswell (Chairman), M Brett, D McKeough, J Manricks, B Tumber and two members of the public.

1. The Chairman welcomed all those present and apologies were received from C Emberson.
2. Procedural items: 2.1 Election of Chairman; following a proposal by DMcK, seconded by MB, N Bardswell was re-elected Chairman, nemcon.

2.2 Declarations of Acceptance – the Chairman and members signed their Dec of Acceptances; the Clerk gave dispensation for personal interest in Council finance decisions and issued all members with the NNDC Register of Members Interests forms.

2.3 Election of vice-Chairman: following a proposal by MB, B Tumber was elected vice-Chairman.

2.4 The Council agreed responsibilities for *Council compliance (NB, DMcK), Gas site liaison (NB), Sandscaping liaison (NB, BT), Playground (DMcK, MB)*

1. Declarations of Interest - none

4. Finance: 4.1 To adopt the Accounts for 2018-2019 - these had been circulated to members and were adopted, nemcon, proposer DMcK. The accounts and cashbook were signed.

4.2 To approve and sign the AGAR Certificate of Exemption - the Council confirmed the exemption, proposer BT, all agreed and the form was signed.

4.3 To receive the Annual Report of the Internal Auditor 2018/19 – members had received the report and this was formerly received by the Council.

4.4 To approve Section 1 of the Annual Governance Statement 2018/19 – Section 1 was approved by the Council, proposer BT, all agreed and signed.

4.5 To approve Section 2 Accounting statements 2018/19 -– Section 2 was approved by the Council, proposer MB, all agreed and signed.

4.6 The Clerk was re-appointed as Responsible Financial Officer, proposer BT, all agreed.

4.7 To review and approve the budget for 2019-2020 – the budget had been circulated to members and following discussion was adopted by the Council, proposer MB, all agreed.

4.8 The following payments due were approved, en bloc, proposer DMcK all in favour:

E.ON, electricity £23.48 (cheque 0830)

Clerk’s pay, (Apr, May) £238.10, £238.10 SO’s

09.05.19 page 2

1. The minutes of the Ordinary Meeting held on Thursday 7th March 2019 were approved, proposer MB all in favour and signed.
2. Matters arising
   1. Highways/ footpath – the Clerk had advised the NCC about a broken ‘give way’ sign which would be replaced. The Clerk would advise NCC about the 40 mph sign missing near The Forge, the awaited ‘Playground’ sign, and the request for a ‘Children Crossing’ sign on the coast road (Vicarage Road)
   2. NNDC - nil further
   3. SAM sign – the Clerk briefed the Council on the way forward, and MB and DMcK offered to be the parish volunteers.
   4. Website – the Clerk awaited formal notification about new regulations and briefed the Council on progress. The item would come back to the next agenda.
3. Planning

7.1 Poppy House, Mundesley Road (19/0336) the Council had no objection.

1. To consider co-option of a seventh member of the Council – the Council deferred the item.

9. Playground

9.1 Health and safety issues/ report – DMcK advised that there were no issues and the plan was to obtain a gazebo for seating and this was being researched. The entrance pathway would be improved and the next fundraising event would be at Rivermount on May 26.

10. Reports

10.1 Clerk’s report – the Clerk gave his holiday dates and confirmed that he had been in touch with Shell about the new bench at the pond; then advised the Council that his employment with the Council would terminate on June 30th 2019, presenting his notice in writing to the Council. The Chairman asked that the Council’s formal thanks for service be recorded in the minutes.

10.2 Members’ reports –

DMcK intended to establish a ‘Paston Community Group’.

MB asked that outlying parts of the villages have notice boards and suggested floral displays around the village.

The meeting closed at 20.50.

Signed .................................................. Chairman Date ........................ 2019