**DRAFT**

# Minutes of an Annual Meeting of Paston Parish Council held

**in St Margaret`s Church, Paston on**

# Thursday 20th May 2021 at 7.00 pm

**Present:** Nicholas Bardswell (Chairman), Boo Tumber (Vice-Chairman), Maggie Brett, Pip Clabon, Cris Emberson, Jessel Manricks, Denise McKeough, Dee Holroyd (Clerk) Clive Stockton (NNDC) for part.

## Apologies for Absence: as for the Parish Meeting

## Election of Chairman and Officers:

## NB and BT stood down as Chair and Vice-Chair. NB was re-elected as Chair, proposed BT, seconded DM and BT was re-elected as Vice-Chair, proposed NB, seconded DM. All agreed.

Responsibilities allocated:

Playground: DM, MB continuing

No specific appointments for either gas terminal liaison or coastal matters but NB was willing to continue with these

## Declarations of Interest: NB item 10.

## Minutes of the Meeting held on Thursday 4th March were agreed and signed by the Chairman, proposed BT. Seconded DM.

## Matters Arising:

Purchase of two grit bins: it was agreed that two should be ordered as priced following the March meeting.

Placement of Security Camera at playground: NB had looked into this. A security camera needed a building and mains power, neither of which were anywhere near the playground. Only alternative was battery operated wild life camera which would have to be easily accessible for battery changes, and therefore could be vulnerable to vandalism or theft. By law there has to be a notice warning of a camera which it was hoped would have a deterrent effect even if a culprit couldn’t be identified. DM proposed and BT seconded the purchase of a wildlife camera (about £60) as a trial. All agreed. DH to make enquiries locally.

Collapsible posts for outside playground gate: had been discussed at the previous meeting to prevent cars parking on the grass by the playground entrance and hopefully discourage people who exercised their dogs on the playground. MB had looked into the costs, about £100 for two.

## Parish Councillor`s Reports

DM on the playground. The next project was a pavilion/ gazebo. Current funding was about £1,300 short. Bacton Gas ( had promised £1,500) Van Ord had given £3,000. It was agreed that the PC would lend the playground the VAT part of funding to enable which the PC would then recover. Further funding sources were looked into with several possibilities showing: NNDC Sustainable Community Fund, Vattenfall and Norfolk County Councillors individual funding, the latter had increased this year and the criteria widened.

Cllr CS left the meeting at 7.50. He would do all he could to assist the PC.

JM: Asked about road flooding near Paston Green. It was understood this was an Anglia Water problem which was being dealt with.

MB: Reported on the success of the signs depicting life size children and asked for PC funding for two more similar signs (cost about £100). All agreed.

## Finance:

## Approval and signing of Audit: All had been circulated prior to the meeting and were signed by the Chairman and the Clerk.

## Approval and signing of Cash Book had also been circulated and was signed by the Chairman and a PC member.

 Cheques: Cane & Company (insurance) £870.52 and Clerk/office (April and May) £532.20, were signed.

## Paston Parish Council Policies – review:

## Safeguarding Policy

## Data Protection Policy

## Financial Regulations

## Risk Management

## Standing Orders

## Equality Policy

## Transparency Policy

## Had been circulated prior to the meeting. These remained unchanged and review was agreed. Proposed PC, seconded BT. All agreed.

 Code of Conduct was signed by all councillors present.

## Mowing of Churchyard: NB to ask Gordon Brett to give a quotation for mowing this season.

## Grant towards churchyard maintenance: NB asked for a grant towards the cost of maintaining the churchyard as a village resource. Sustainable Community Funding was suggested. BT asked whether any grant agreed for the churchyard could be matched for the playground, also a village resource and MB confirmed request for matched funding for the Village Community. A grant of £500 was agreed for the churchyard. Match funding for the playground to go on the Agenda for the next meeting. Proposed BT, seconded MB. DH and NB both warned this would reduce our balance in hand and we might have to ask for an increase in the village precept.

## Any Other Business: none.

##  Date of Next Meeting: Thursday 1st July at 7.00pm

The meeting closed at 8.30pm.