

## Wingfield Parish Council Meeting Minutes

Date: 24<sup>th</sup> May, 2019

[3/19]

<b>Annual Parish Meeting</b>	Action
<p><b>Attendance:</b> <b>Parish Councillors:</b> Michael Harvey; Lee Smith; Tony Jolly; Guy Mathias; Rosemary Elliott; Robin Feavearyear; Charlotte Claxton &amp; Dennis Murray</p> <p><b>MSDC Councillor:</b> Lavinia Hadingham sent her apologies <b>Residents:</b> 2</p> <p><b>Signing of Minutes:</b> The minutes of last years Annual Parish Meeting (June 1<sup>st</sup>, 2018) were signed as correct. Proposed by MH and seconded by AJ</p> <p><b>Reports:</b> Reports from the Parish Council, District Council and Village Hall were read out and are attached to these minutes as a matter of record.</p> <p><b>Michael Harvey :</b> Michael stood down as Chairman and councillor. He had served the Council for 19 years, the majority of which as Chairman. As acknowledge for his sterling service the Council presented him with a retirement gift of clock/ barometer and hydrometer. He thanked the Council and wished it all the best, particularly its new members, Charlotte and Dennis.</p> <p><b>Open Forum</b> Residents were invited to make comments on the village and its Parish Council. Only one issue was forthcoming:</p> <ol style="list-style-type: none"><li><b>1. Parish Plan:</b> It is now 12 years since this was prepared. It needs updating. The Clerk informed the meeting that Parish Plans had been replaced by Neighbourhood Plans and they cost circa £25000 to complete. Although funding is available, it is not for the total amount and the PC would still need to find £2/3000 to fund it. A more cost effective action would be a Housing Need Survey. It has the same recognition by County and District Councils and helps protect the village against unwanted development. A proposal is detailed in the minutes of the scheduled Parish Council Meeting detailed below.</li></ol> <p><b>The Annual Parish Meeting closed at 7.45 pm</b></p> <p><b>Scheduled Parish Meeting</b></p> <p><b>Attendance:</b> As Annual Meeting</p> <p><b>Declarations of interest:</b> None</p> <p><b>Election of Officers:</b></p> <ol style="list-style-type: none"><li><b>1.</b> Lee Smith was elected Chairman – proposed by GM and seconded by AJ</li><li><b>2.</b> Tony Jolly was elected Vice Chairman – proposed by RE and seconded by RF</li></ol> <p><b>NB This arrangement will be reviewed in the Autumn</b></p>	

<p><b>Co-option of New Councillors:</b> The Council welcomed its new members, Charlotte Claxton and Dennis Murray, who were duly elected at the recent parish council elections.</p> <p><b>Declaration of Interest Forms:</b> These were given to all councillors for signature</p> <p><b>Planning:</b></p> <ul style="list-style-type: none"> <li>• Pine Trees, Earsham St (DC/19/02289) – replacement of existing garage with a cart lodge. This was recommended for approval by MSDC Planning</li> <li>• GWC, Vicarage Road (DC/19/01722) – extension to Café. This too was recommended</li> </ul> <p><b>Housing Needs Survey:</b> The Clerk outlined the benefits and requirements of such a survey. He also informed the Council that Syleham PC were interested in joining Wingfield in its implementation. The Council agreed that the Clerk progress this and consider encompassing other areas than just housing eg childrens needs.</p> <p><b>Location of future Parish Council meetings:</b> The Clerk informed the Council that Wingfield and Syleham Village Hall had offered to host PC meetings at no charge but Fridays are unavailable. The Council agreed to continue the current arrangement with Wingfield Barns and continue to pay their hire charge (£15)</p> <p><b>Finance</b></p> <ol style="list-style-type: none"> <li><b>1. Bank balance:</b> £9,046 at 5<sup>th</sup> April,2019</li> <li><b>2. Presentation of 2018/19 Audit</b> was presented for approval and was duly signed off by the Chairman.</li> <li><b>3. 2019/20 Budget:</b> The Clerk presented an outline of expected expenditure in the coming year. It demonstrated that the precept monies for 2019/20 would be spent and additional spending would have to come from reserves and/or grant funding.</li> <li><b>4. Cheques for signing:</b> Diss Trophy (577 - £70); G Webster – topping Green (578 - £100); RD Eaton - gate repair (579 – £300); R Chapmam – galvanised gate posts (580 - £469.20): Mrs M.Murray – bench engraving (581 - £30) Clerk Q1 fees &amp; expenses (582 - £646.48): HMRC – Q! (583 - ££91): Mrs M. Murray – Open Gardens donation (584 - £100) <b>Cheques 579 &amp; 580 include VAT and is recoverable.</b></li> </ol> <p><b>The meeting closed at 9.35PM</b></p> <p><b>The next meeting will be on 20<sup>th</sup> September 2019, starting at 7.30 at Wingfield Barns</b></p> <p><b>Signed</b></p> <p><b>Date</b></p>	<p>Clerk to arrange delivery to MSDC</p> <p>Clerk to notify</p> <p>LS to contact GWC for possible siting of childrens playground</p> <p>Clerk to inform the Village Hall</p>
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