

## WORMEGAY PARISH COUNCIL MEETING MINUTES

The meeting of Wormegay Parish Council took place on **Tuesday 26th July at 7.00pm at the Wormegay Mission Room.**

Present *Chairman:* Peter Sneesby, *Councillors:* Nick Malby, Elizabeth Gannon, Mike Johnson, Fiona Jebb, Dawn Payne and *Clerk:* Jo Panrucker and six Parishioners

### 1. To consider accepting apologies for absence

*County Councillor:* Jim Moriarty

*Borough Councillors:* Mike Howland and Geoff Hipperson

*Parish Councillors:* Jill McArdle

### 2. To receive declarations of interest and requests for items on the Agenda NA

### 3. To receive the Chairman's, Borough Councillors and Clerks Reports

*Borough Report:*

Hazardous Waste Amnesty at Kings Lynn Recycling Center 10th and 11th of September. More information available here:

<https://www.norfolk.gov.uk/rubbish-recycling-and-planning/rubbish-and-recycling/hazardous-waste>

Mods and Rockers event being held on 14th August at Tuesday Market Place

Borough has up to £1,000 grant available for town hall - **Action Cllr Sneesby** to discuss with Town Hall Committee

*Clerks Report:*

- i. Review website proposal  
Now has access to existing website - to continue to use until next meeting and review again then
- ii. Agree appointment of internal auditor - Robin Goreham  
Agreed
- iii. Review and agree Parish asset list: YE 2021 £3,067 / YE 2022 £5,223  
Reviewed YE 2021 £302 / YE 2022 £4001
- iv. Review of Parish reserve  
**Action Clerk:** Survey parishioners to agree longer term priorities for parish spend, feedback in September meeting
- v. Community Infrastructure Level (CIL) submission  
**Action Clerk:** Training on CIL and present in September meeting
- vi. Emails of note: Liberty Charge EV Charging  
Currently no community space which would suit a EV charging station

**4. To approve minutes of last meeting 28th June 2022**

Approved

**5. To receive reports from last meeting**

Cllr Malby has spoken with Middleton Aggregates regarding their vehicles in the village and they will reiterate policy to staff.

Cllr McArdle has emailed Andy Wallace regarding highway issues and is waiting for a response

**Action Cllr Malby:** Outstanding action to follow-up with the wedding venue regarding parking

**6. Health & Safety topics**

NA

**7. Planning topics**

- a. Update from Diocese on planning for Wormegay school

Will submit planning information shortly. **Action Clerk:** Follow-up with Diocese on readers chair

- b. Application for single storing extension, Cross Hill Cottage 22/01186/F

**Action Clerk:** respond to planning with supported by Parish Council

**8. Highways**

NA

**9. To consider the financial report for this meeting and approval of cheques.** Account

Balance as of 31 May 2022: £22,419

- a. Cheques written since last meeting:

- i. M Johnson paint for village gates: £51.07

Council thanked Cllr Johnson for the work

- ii. R Squires Gardening, grass cutting: £93.50

- b. Cheques for approval:

- i. Norfolk PTS Clerk Induction Training: £80

- ii. Clerks Wages: £246.98

- iii. D Payne Jubilee prizes: £123

- c. Anticipated invoices for July and August 2022:

- i. R Squires Gardening, grass cutting: £374

- ii. Dog Waste: £300 (est)

Clerk confirmed this is the annual fee

Request from Parishioner for grant support for charity event. **Action Clerk:** to review what the Parish is able to support in these instances

Agreement on service fees for use of Wormegay Mission Room for Parish meetings - £10 per winter meeting, £5 per summer meeting. Fees are due for July 2021 - July 2022, calculated at £60. **Action Clerk:** to receive invoice

**10. To review the Annual Governance & Accountability Return (AGAR) 2020/21:**

10.1 Approve and Sign Section 1 – Annual Governance Statement 2020/21

Approved and signed

10.2 Approve and Sign Section 2 – Accounting Statements 2020/21

Approved and signed

**11. To review the Annual Governance & Accountability Return (AGAR) 2021/22:**

11.1. Approve and sign AGAR Certificate of Exemption

Approved and signed

11.2. Approve and Sign Section 1 – Annual Governance Statement 2021/22

Approved and signed

11.3. Approve and Sign Section 2 – Accounting Statements 2021/22

Approved and signed

**12. To receive items for the next Agenda**

**Action Clerk:** feedback on speed signs from Shouldham Clerk

**13. To agree the date and time of the next parish council meeting - proposed date of September 27th 2022**

Date agreed