# **Norton Subcourse Parish Council**

# **Clerk: Christine Smith**

**26 Loddon Road, Norton Subcourse, Norwich, NR14 6RT**

## **Email: nortonsubpc@yahoo.co.uk Tel: 01508 548709**

## **MINUTES**

#### **of the Annual General Meeting**

#### **of Norton Subcourse Parish Council**

#### **held at Norton Methodist Chapel**

#### **on Wednesday 21 May 2014**

**Present** – Cllrs Andrew Wright (Chair), Jim Rampling, Geoff Collen, Nigel White, Mike Hedley and Linda Edwards

Also present were District Councillor William Kemp, Christine Smith (clerk) and one member of the public

1. **Election of Chairman:** Cllr Andrew Wright was nominated to be chairman. This was proposed, seconded and Mr Wright was elected unopposed.
2. **Declaration of acceptance of office:** This was signed by Cllr Wright and witnessed by the clerk.
3. **Election of Vice Chairman:** Cllr Jim Rampling was nominated to be vice chairman. This was proposed, seconded and Mr Rampling was elected unopposed.
4. **Declaration of acceptance of office:** This was signed by Cllr Rampling and witnessed by the clerk.
5. **Resignation** – the council NOTED the resignation of Councillor Martin Dickens
6. **Apologies** – were received and accepted from County Councillor Margaret Somerville
7. **Declarations of interest** – Cllr Andrew Wright declared a non-pecuniary interest in planning application at Thatched Farm House, Low Road, Norton Subcourse
8. **Previous Minutes** – the minutes of a meeting held on Wednesday 19 March 2014 were circulated, APPROVED and signed.
9. **Planning Decisions** – none received
10. **Planning Applications** – the following item was considered:
	* + 1. BA/2014/0154/FUL – Ms Victoria Jenkins, Thatched Farm House, Low Road, Norton Subcourse – conversion of redundant cow shed into granny annexe – APPROVE subject to a condition that the annexe remain under the same ownership and use as the main house and not be separated or served by a different access. It should also be NOTED that the existing access where it abuts the planned annexe would have to be retained for use by the Internal Drainage Board to gain access to the marshes behind the property.

*this item was received after publication of the agenda: the clerk was delegated authority to respond after consultation with councillors:*

1. **Planning Correspondence** – none received
2. **Finance** – the following items were considered:
3. Payment of the clerks expenses of £30 (Broadband provision for April and May 2014) - APPROVED
4. Renewal of the parish council insurance policy – Aon £210.68 – APPROVED
5. Annual subscription to Norfolk Association of Local Councils - £98.35 - APPROVED
6. Receipt of the first part of the precept from South Norfolk Council - NOTED
7. Accounts for year ending 31 March 2014 – APPROVED and signed
8. Annual Return and Annual Governance Statement for 2012/13 – APPROVED and signed

**The adjournment for public participation was not required**

1. **Chairman’s Report** – no report
2. **Parish Councillors’ Reports** – Cllr Jim Rampling reported that work to the river wall was underway to raise the level of the riverbank and cutting the rond. Cllrs Geoff Collen and Mike Hedley reported potholes in New Road, although some had recently been filled.
3. **District and County Councillors Reports** – District Councillor William Kemp stated that there was a proposed change to the way grant money was to be distributed by South Norfolk Council; suggestions of possible projects were invited. No report was received from County Councillor Margaret Somerville.
4. **Correspondence** – correspondence, as previously circulated, was NOTED.
5. **Next Meeting** – the next scheduled meeting would be held on Wednesday 16 July 2014
6. **Close** – the meeting closed at 9:05pm

 Signed…………………………………

 Date……………………………………