# **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 25 May 2016**

**Present** – Cllrs Andrew Wright, Jim Rampling, Geoff Collen, Nigel White, Len Harper and Mike Hedley Also present was Christine Smith (clerk)

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. **Apologies** – were received and accepted from Cllr Linda Edwards and County Councillor Margaret Stone
6. **Declarations of interest** – None
7. **Previous Minutes** – the minutes of a meeting held on Wednesday 16 March 2016 were circulated, APPROVED and signed.
8. **Planning Decisions** – the following was noted:
	* + 1. 2016/0581 – General Stores, The Street, Norton Subcourse – proposed larger front windows and the installation of two air conditioning units – APPROVED with conditions
9. **Planning Applications** – the following was noted:
	* + 1. 2016/0581 – General Stores, The Street, Norton Subcourse – proposed larger front windows and the installation of two air conditioning units – plans were circulated to councillors after the last meeting and a response was sent stating that the council generally APPROVED the application, but it was noted that there were some concerns over the positioning of the air conditioning units (see 8a above)
10. **Planning Correspondence** – *The following item was received after publication of the agenda; the clerk was delegated responsibility to respond with the views of the council:*
	* + 1. Letter from BESL - excavation of a scrape for flood defence works - Compartment 22 Ferry Road – notification of planning application submission – it was AGREED that when the application consultation is received the council’s response would be to recommend APPROVAL
11. **Finance** – the following items were considered:
12. Payment of the clerks expenses of £30 (Broadband provision for April and May 2016) – APPROVED
13. Payment of clerk’s salary for first quarter - NOTED
14. Payment of PAYE on above – NOTED
15. Renewal of the parish council insurance policy for £217.63 – APPROVED
16. Receipt of the first part of the precept from South Norfolk Council – NOTED
17. The accounts for year ending 31 March 2016 were APPROVED and signed
18. The Annual Governance Statement for 2015/16 was APPROVED and signed
19. The Annual Accounts and audit statements for 2015/16 were APPROVED and signed

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

1. **Chairman’s Report** – Cllr Andrew Wright had nothing to report
2. **Parish Councillors’ Reports** – Cllr Mike Hedley reported that he had been investigating improvements to his personal Broadband provision using Symmetris, which would use a line of sight signal from Reedham. Cllr Jim Rampling stated that there were several potholes on Cycling Route 31, which could be very dangerous for cyclists, especially when filled with water. The clerk would report them to Norfolk County Council.
3. **District and County Councillors Reports** – There was no report from District Councillor William Kemp and County Councillor Margaret Stone’s report was as tabled.
4. **Register of Interests** – councillors were reminded to review their Register of Interests
5. **Correspondence** – correspondence, as previously circulated, was NOTED.
6. **Next Meeting** – the next scheduled meeting would be held on Wednesday 27 July 2016
7. **Close** – the meeting closed at 8:45pm

 Signed…………………………………

 Date……………………………………