

Minutes of the Meeting of Northrepps Parish Council held on 07 June 2022 at 19.00 at Northrepps Village Hall

Present:

Vice Chairman Cllr. L. Fish,
Cllr. M. Millman, Cllr. S. Penlington, Cllr. E. Redmond,
Cllr. M. Renaud, Cllr. G. Smith

Clerk Mrs J. Warner

Cllr. Redmond was welcomed to the Parish Council.

1. Minutes of the Annual Parish Council Meeting held on 17 May 2022

It was **AGREED** that the minutes of the Parish Council meeting held on 17 May 2022 be **APPROVED** as a true record. The minutes were signed by the Vice Chairman.

2. Apologies for absence

Apologies for absence were accepted from Cllr. Buxton (work), Cllr. Callaghan (health) & Cllr. Mackay (family).

3. Declarations of Interest & Dispensations in respect of Disclosable Pecuniary Interests

Cllr. Redmond declared a personal interest in item 5.1.

4. Public Participation

There were no members of the public present.

5. Police matters

5.1 Planning

Planning application PF/22/1199 – Ostend & Belle Vue, Norwich Road
It was agreed to raise no objections.

6. Finance

6.1 Bank Reconciliation for year ended 31 March 2022

Members were in receipt of the bank reconciliation for the year ended 31 May 2022 which was **APPROVED** and was signed by the Vice Chairman and by the Clerk as RFO.

6.2 Summary of Accounts for year ended 31 March 2022

Members were in receipt of the summary of accounts for the year ended 31 March 20212 which was **APPROVED** and were signed by the Vice Chairman and by the Clerk as RFO.

6.3 Report from Internal Auditor for year ended 31 March 2022

Members were in receipt of the report from the Internal Auditor, the contents of which were noted and will be actioned accordingly.

6.4 Annual Governance Statement for year ended 31 March 2022

The Clerk read out the Governance Statement for the year ended 31 March 2022 and members **AGREED** their response. The Governance Statement was signed by the Vice Chairman and by the Clerk.

6.5 Accounting Statements for Year Ended 31 March 2022

Members were in receipt of the Accounting Statement for the year ended 31 March 2022 which was **APPROVED**. The statement which had been signed by the Clerk as RFO was signed by the Vice Chairman.

6.6 Statement of Variances

Members were in receipt of the Statement of Variances for the year ended 31 March 2022 which were noted.

6.7 Notice of Public Rights and Publication of Unaudited Annual Governance Statement and Accountability Return (AGAR)

It was **AGREED** To set the dates as Mon 13 June 2022 to Fri 22 July 2022.

7. Review of Policies

The following policies were all reviewed with no changes made:

- Standing Orders
- Financial Regulations
- GDPR Policy & Privacy Notice
- Safeguarding Policy
- F.O.I. Publication Scheme
- Management of Transferable Data Policy
- Retention & Disposal Policy
- Complaints Procedure
- Environmental Policy
- Equal Opportunities Policy
- Training Policy

The Clerk and Cllr. Smith are yet to review the Risk Management Policy and Internal Control Procedures

8. To receive items to be included on the next agenda and to consider any other business (for information only)

RBL Armed Forces Day – Cllr. Fish advised that the booking form has been completed and she has a copy of the necessary public liability insurance and risk assessment. She has also been liaising with the SAG at NNDC.

Jubilee Event – It was stressed that there needs to be a contingency plan in place and contact details for all future events. Thanks were given to all those involved in the event. The Clerk was asked to write letters to the team who provided the refreshments, the flag flyer and the beacon team.

Concern was raised at the numbers of dogs being exercised on the playing field and it was suggested that more signage is purchased.

The Clerk was asked to add an item on the next agenda in respect of the speed of emergency vehicles in the centre of the village.

9. To note the date of the next meeting: 19:00 05 July 2022

It was noted that there is a meeting of the Play Park working group on 14 June 2022 at 19:00 at the Village Hall.

There being no further business, the Vice Chairman closed the meeting.

Signed

Dated.....