

Antingham Annual Parish Meeting

Minutes of the Antingham Annual Parish Meeting

**Held on Tuesday 16th May 2023 commencing at 7.30pm
@ Antingham Village Hall**

Chair – of meeting – James Bumphrey

Members of the Parish – 3 and NNDC – Peter Netherway

1. Chairman’s Review/Report for 2022-2023

The Chair briefed residents about the Council’s achievements over the year which included the purchase of the defibrillator which had been ordered and was due to be received. This unit is slightly different in that it keeps its self-charged and therefore does not need connectivity to mains electric. Although slightly more expensive it does save the issue with sourcing an electrician. We are delighted that at long last the solar bollards will be installed on the main North Walsham Road at the Southrepps turn off. This has been a major issue with Highways insisting that the works needed a road closure. We are grateful to Ed Maxfield for supporting the Parish Council from his allocated Highways funding pot for this. An application was forwarded to the NCC Parish Partnership Scheme for a replacement SAM2 unit to provide Bluetooth services for downloading the information. We were fortunate enough to secure the backing of Ed Maxfield and have again utilised his allocation from the Highways fund to contribute towards this initiative. It is hoped that with the information downloaded that we will be able to publish the SAM2 figures on a regular basis.

We supported the Queen’s Diamond Jubilee event together with King Charles III’s Coronation with funding for a community event. The Council thanks all volunteers who excelled themselves for both celebrations.

2. To Approve Annual Parish Meeting Minutes

Tuesday 3rd May 2022

These had been circulated and it was resolved that they be approved.

3. To receive Annual Reports from Local Organisations

Reports were received from the **Church and the Village Hall.**

Coronation Celebrations – 7th May 2023

A lot of preparation went on leading up to the big day. A flyer was designed by my wife, it was then printed by Cheverton’s in Cromer and given to every household in the village as far as possible. We asked for donations for the raffle and cakes of which there were many. There was music provided by a husband-and-wife duo who played folksy music as well as 60’s music etc. The volunteers who ran the BBQ did a great job and there was plenty of food available. Attendance peaked at around 2pm and there was plenty of

conversation going on. At a guess I would estimate that there were about 70 people in the hall. Though villagers were coming and going throughout the day and the total was likely much higher. A tea urn was purchased which helped those running the kitchen to make tea in volume rather than individually. I would like to thank the Parish Council for organising the BBQ and all the volunteers who worked very hard to make it a successful occasion not only on the day but also the days and weeks prior.

New Emergency Exit

We have had a new emergency exit door installed in the kitchen because the old one was difficult to close properly. The door cost £1300 approx. and has been welcomed by everyone as it is much easier in operation.

Advertising

We have bought six months of advertising space in the local free press in Cromer and North Walsham to raise awareness about the village hall and its location. We need to encourage more bookings.

New Curtains - We are getting new curtains as the ones we have at present have seen better days. The new fabric has been chosen and one of the ladies on our committee has heroically volunteered to make them.

Community Action Norfolk

We have decided to join this organisation as it provides the following: Legal updates, village hall information sheets, example policies, model governing documents, community led planning tool kit and community buying schemes. There are three levels of membership, bronze, silver and gold. We are going for the silver which provides the services as already described.

External Cladding of the Hall

I know this has been going on for some time now but we are making a start obtaining samples of cladding and will progress to obtaining quotes for the project. It is going to be costly but the hall does need improving not only insulation wise but also in external appearance. We are competing with newer and better built halls such as Southrepps and Trimingham.

New Class

We have just started Zumba Gold if anyone is interested.

Cuppa Care Bus - aims to bring people together and tackle loneliness. The Rotary Club of Norwich is in partnership with Vision Norfolk, Hear for Norfolk, Age UK Norwich etc. Recent studies suggest that half of older people with sight loss experience loneliness. The common objective that all partners in this project share is the prevention and reduction of loneliness and isolation experienced in Norfolk. A person may want to get out of the house, chat or simply meet new people. The project uses a bus which travels around the county.

We are giving it a try to see if there is a need for it in our village.

If you would like to know more, please google cuppa care or contact the lady who looks after bookings – Julie Seager.

St Mary’s Church

A detailed report was provided to the Council. It outlined the aims and purposes of the PCC together with details of the Quinquennial inspection and the programme of works, conservation of the brasses, Structure and Governance together with detailed Accounts for the period ending 31st December 2022.

4. Floor open to Parishioners

There were no comments from parishioners.

There being no further business the meeting concluded at 7.37pm

CHAIR

DATE

Antingham

Annual Parish Council Meeting

☎ 01692 402998 – clerk to council – elainepugh15@hotmail.com

Raynham house, 10 new road, north walsham, Norfolk, nr28 9df

Minutes of the Antingham Annual Parish Council Meeting

Following the Annual Parish Meeting

Held on Tuesday 16th May 2023 at Antingham Village Hall

Present: Jason Bumphrey, Graham Pinner, Stuart Paramor
and James Tulley

Others: Peter Netherway - NNDC

- 1. To Elect a Chairman for 2023-2024 and receive declaration of acceptance of office**
It was resolved that Jason Bumphrey continues as Chair.
- 2. To appoint a Vice-Chairman for 2023-2024 and receive declaration of acceptance of office**
It was resolved that this matter be deferred. Agenda
- 3. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
No apologies had been received.
- 4. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations. To receive from the Clerk whole council dispensation or individual(s)**
There were no items declared of dispensations requested or authorised.
- 5. To approve Ordinary Parish Council Minutes 28th February 2023**
It was resolved that these be signed by the Chair.
- 6. To adopt the General Power of Competence (GPoC) (7 vacancies - 5 Councillors 2/3rds Councillors and qualified Clerk)**
The Clerk outlined the GPoC and the relevance to the Council and it was resolved that the Council adopts this power. It would run for a 4 year period.
- 7. Resolution to adjourn the meeting for public participation - NNDC and CC Reports (10 minutes allowance)**
It was resolved to open the meeting.

Peter Netherway introduced himself as the newly elected District Councillor and informed on the required and in depth training he was receiving via NNDC. The Parish Council confirmed that they would welcome emails relating to NNDC on a regular basis.

Resolved to close the meeting to the public.

8. **To review and consider Planning if received**
There were no new planning applications.
9. **Matters Arising and Monthly updates and for information only:**
- 9.1 **Application for new SAM2 via the NCC Parish Partnership Scheme - completed** - Awarded see Agenda item 11- noted.
 - 9.2 **Antingham Village Sign** - Wild flower bed/enclosure
Varnishing of village sign/paints were utilised - no further updates.
 - 9.3 **Anglian Water First Time Sewerage Scheme**
Percolation tests - no further updates.
 - 9.4 **NCC Parish Partnership Scheme** - Installation of bollards
This had now been agreed and these should be installed imminently.
 - 9.5 **Purchase of defibrillator**
A new type of defibrillator had been sourced which had been ordered via CHT which was battery operated
 - 9.6 **King Charles III's Coronation community event (£750 allocated)**
This was a successful event and approximately 60-70 minimum attending. The community stepped up and there was a good supply of cakes and raffle prizes. The costs passed onto the Council total £604.14p.

10. **To consider and review correspondence**

NCC - SAM2 Awarded via NCC Parish Partnership Scheme	Agenda
NCC - closure of Elderton Lane to facilitate bollards	Circulated
Upgrading of website	Agenda
NALC - introduction of services	Noted

11. **To agree and sign the Memorandum of Understanding for the NCC Parish Partnership Paperwork relating to the purchase of a new SAM2 from Westcotec. Total cost £3,319 - contributions from Ed Maxfield's Highways budget of £1,659 and the NCC Partnership Contribution of £1,659. Financial cost from Parish Council £nil**
It was resolved that the Memorandum of Understanding be signed and that the item be purchased as soon possible. EP
12. **To consider Financial Matters**
- 12.1 **To receive bank reconciliation and note receipts and review reserves**
The Council agreed the bank reconciliation and reserves were reviewed. Members were mindful of the logistics of paying for the bollards and also the Defibrillator.
 - 12.2 **To agree upgrade of website and to bring it up to compliance and website accessibility standards (cost circa £230)**
This was authorised and the Clerk would arrange this.

12.3 To agree payment schedule and approve payments

Mr P Hayward - strimming around sign	£20.00
Countrystyle- bottlebank emptying	£21.00
Ros Calvert - internal audit	£50.00
AJ Gallagher – insurance	£444.83
NPTS	£55.00
Elaine Pugh	356.75
HMRC	65.00
Resolved to pay enbloc.	
Antingham Village Hall	604.14

Resolved to approve enbloc.

13 Annual Governance and Accountability Return 2022-2023 (AGAR)

13.1 To receive and agree the Accounts for 2022-2023 (circulated)

The Clerk outlined the accounts and it was resolved that they be signed.

13.2 To receive and consider internal auditor's report for 2022-2023 (circulated)

The content was noted and the Council thanked the auditor for their work.

13.3 To consider and agree completion of Certificate of Exemption for 2022-2023 (circulated)

It was resolved that the Council completes the Certificate of Exemption.

13.4 To consider and agree complete Section 1&2 of the Annual Return for 2022-2023

It was resolved to sign Section 1&2 of the Annual Return.

13.5 To consider and agree risk assessment

This had been circulated and the risk assessment was agreed.

13.6 To consider and agree asset list

The asset list was discussed; it was resolved that it was agreed.

13.7 To consider the re-appointment of internal auditor for 2023-2024

It was resolved that Ros Calvert be re-appointed as the Council's internal auditor.

14. To Receive Reports from Councillors and items for the next Agenda

Highways - Elderton Road pot holes along the road. EP

The short post which holds the SAM2 had become slightly misaligned near to the School on the Southrepps Road. EP

15. To confirm date of the next Meeting

Antingham Ordinary Parish Council Meeting -

Tuesday 1st August 2023 - Antingham Village Hall @ 7.30pm

There being no further business the meeting concluded at 8.20pm.

CHAIR

DATE