

Minutes of a MEETING OF ROLLESBY PARISH COUNCIL

held on Monday 20th November 2023 at, Village Hall,
Rollesby at 7pm.

Present: Cllrs S Day, J Long, C Moore, S Moore (chair), S Ridout, B Sturrock, C Tacon.

Clerk: Sarah Hunt
20 members of the public were present.

1. Apologies and consideration of acceptance for absence.

None.

2. Members declarations of interest and requests for dispensations.

None.

3. Minutes.

The minutes from Full Council Meeting held on 17th October 2023 were AGREED as a true and correct record and signed by the chair.

4. Public Forum

The Clerk confirmed that no responses had been received from the County Councillor, Andy Grant, raised at the previous meeting.

An enquiry had been received from Norfolk County Council requesting feedback on local routes – to be posted to facebook. Comments in meeting to be passed back.

5. To receive any reports:

- 5.1 County Councillor A Grant - absent
- 5.2 District Councillors A Grant- absent and L Mogford - apologies.
- 5.3 Police – nothing local to report.

6. Updates on matters not on the agenda.

To receive updates from previous meetings.

- 1. Noticeboard on Village Hall external wall. Ongoing. Cllr S Moore.
- 2. Bus stop installation. Ongoing – this may need to undertake a survey for traffic management purposes which will be at additional cost.
- 3. Lloyds Bank accounts closure – to be undertaken once Parish Fund money passed across. All direct debits have been moved.
- 4. Pavilion Insurance cover increased to £321,061. Noted.
- 5. Website update. Ongoing.
- 6. Highways 50/50 Funding – SAM2. Submitted. Noted.
- 7. All allotment holders had been informed of increase in 2024. Noted.

7. Planning.

- 7.1 To consider planning applications received from Great Yarmouth Borough Council/Broads Authority for consultation prior to the meeting. 7.1.1 None.

It was RESOLVED to delegate authority to clerk to respond to any applications received without sufficient time to respond prior to January meeting. Views of councillors to be sought, response to be included on January agenda. Extra-ordinary meeting to be called at the request of councillors if considered necessary. PROPOSED Cllr C Moore, seconded Cllr S Day.

2. To receive notification of any decisions by Great Yarmouth Borough Council/Broads Authority.

7.2.1 None.

8. Administrative Matters

- 8.1 The biodiversity policy was adopted with changes. PROPOSED Cllr C Tacon, seconded Cllr J Long.

- 8.2 Cllr S Moore will review possible habitats for bat/bird boxes and discuss with local residents.

- 8.3 NOTED that the Clerk cannot locate an official lease for the Bowls Club in the Parish Council records. Draft lease/licence to next meeting. Options would be 1. To transfer land or 2. To execute lease.

9. Finance and Governance

- 9.1 The payments detailed as Annex A were AGREED with the addition of £3,280 for Eddies Gardening (£200 held back for hedge cutting which is yet to take place and £256.00 to reimburse G Tooke for battery and pads for the defibrillator. NOTED that the national salary agreement from 1.4.23 has now been reached and implemented on the salary payment within. PROPOSED Cllr S Day, seconded Cllr S Ridout.

2. To receive up to date bank reconciliation showing:

Lloyds Account (789) as at 31.10.23	£ 88,402.68
Unity Account (435) as at 31.10.23	£ 10,279.16
Unity Account (391) as at 31.10.23	£ 5,000.00
Total	£103,681.84
Uncashed:	
lco	£ 35.00
Parish Fund	£ 85,000.00
Total on hand	£ 18,646.84

The bank reconciliation was signed by the chair.

3. It was NOTED that the Concurrent functions allocation was due to be decided by GYBCo and the Band D figures had not yet been received. To discuss projected Budget for 2024/25 and agree precept and concurrent function figures to go to January 8th 2024 meeting. To be brought forward from 15th for budgetary purposes.

4. It was AGREED that the clerk open the grounds maintenance tenders and present them to January meeting to enable them to be included in the budgetary figures. Three footpaths to be added as discussed but quoted separately. Companies to be invited to tender for part of the document or all.

10.1 10. **Correspondence**
Letter from GYBC regarding Concurrent Functions payment NOTED.

11. **Village Matters.**
1. None.

12. Matters for next meeting and information.

Monday 8th January 2024 – in the **PAVILION** **Note change of venue and date.**

Monday 19th February 2024

Monday 18th March 2024

ANNEX A

Salaries & Office	November	£966.72		£966.72
Charlie Tacon	Wreath refund	£23.98		£23.98
Viking	Stationery/stamps	£76.67	£7.83	£84.50
Sarah Hunt	Refund flag keys	£25.30	£5.06	£30.36
GYBC	Election Costs	£1,192.24		£1,192.24
Glenda Tooke	Refund defibrillator batteries	£256.00		£256.00
Eddies Gardening				
Services	Grounds Maintenance	£3,280.00		£3,280.00
CAS	Pavilion Insurance Increase	£16.50		£16.50
	TOTAL	£5,837.41	£12.89	£5,850.30