

# STIBBARD PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 16 May 2022 at 7pm at Stibbard Village Hall

Present: Elaine Bennett (EB), Bill Aldridge (BA), Piers Reinhold (PR), Colin Clayton (CC), Stephen Coomber (SC), Lee Richards (LR).

Nicola Ledain (clerk)

**1. Welcome and to consider apologies and reasons for absence**

Apologies were received from Tony Hender.

**2. Election of Chairman**

Bill Aldridge was duly elected for the ensuing year.

**3. Declaration of Interest and Requests for Dispensations**

None

**4. Election of Vice-Chair**

Lee Richards was duly elected for the ensuing year.

**5. Minutes**

The minutes of the meeting held on 8 March 2022 were agreed and signed by the Chair.

**6. Matters arising on the Minutes not included on the Agenda (for information only)**

None

**7. Update from District and County Councillors**

Reports were received and noted.

**8. To discuss / respond to correspondence received**

The council had received correspondence from NNDC regarding installing a textile bank in the village which would then financially contribute to the parish. SC would find out more information and would report back at the next meeting. **ACTION SC.**

**9. To discuss any planning applications received**

There were no planning applications to consider.

**10. Crime Report**

The crime reported had been circulated and was NOTED.

**11. To receive updates on the following**

**a. Arrangements for Jubilee celebrations 2022**

The time capsule would now not be dug up for the Jubilee celebrations. LR reported that posters were displayed in the village advertising the celebrations, and leaflets would be delivered through the doors. BA added that there would also be a litter pick on the morning on Saturday 28<sup>th</sup> May 2022.

**b. Fencing of play field**

TH was contacting companies, but in his absence, the clerk would get in touch with him.  
**ACTION NL / TH.**

**c. War Memorial Upkeep**

The war memorial was weather worn and needed some TLC. SC agreed to speak to a stonemason regarding what was best and would report back. **ACTION SC.**

**d. Iron Man Update**

PR had written a small paragraph regarding the late sculptor Ros Newman. It was hoped this could be placed somewhere near the monument, This would be discussed further at the next meeting. PR would email it to BA. **ACTION PR/BA**

**e. Phone box refurbishment**

The phone box refurbishment was taking place. There would be a small additional cost as there had been a replacement of the glass windows.

**12. Grass Cutting and Grounds Maintenance Contract**

There were ongoing problems with the cutting of the grass on the large playing field by the current contractor, and the clerk and Chairman had received complaints via telephone. The clerk would send the Chairman details of the individuals that had been spoken to before, in the hope he could meet with them to talk through the issues. They would also be asked if they could cut the field before the Jubilee celebrations. **ACTION BA**

**13. Financial Matters.**

a) The financial statement was agreed.

b) The following payments were agreed:

- i. Clerk's Salary: February and March = £93.75 plus £21.66 expenses = £115.41 x 2 = £230.82 (chq. No 100800)
- ii. Stibbard Village Hall £30 (for 11/1 and 8/3) (chq no. 100801)
- iii. CGM: £336 (chq no. 100802)
- iv. Norfolk PTS subs: £56.79 (chq no. 100803)
- v. Matthew Woodhouse – hedge cutting: £420 (100804)

c) End of Year accounts

- i. The end of year accounts were received and noted.
- ii. The internal auditor report was received and noted.
- iii. The Council APPROVED that the Council was exempt from submitting part 2 of the AGAR to PKF Littlejohn and authorized the Chairman to sign the Certificate of Exemption for 2021/2022 as both receipts and payments for the year were under £25,000.

**14. Policies**

The policies were deferred to the next meeting.

**15. Any Other Business**

There was no other business.

**16. Items for the next agenda**

Policies, textile bank, play area fencing

**17. To note the dates for the next meeting:** Tuesday 19 July 2022

Meeting ended at 8.25pm

Chairman \_\_\_\_\_

Date