

Meeting Date: Tuesday 10th September 2024 **Location:** The Village Hall, Stibbard

Minutes of the Annual Parish Council meeting held on the above date and venue.

Present:	Also present:
<ul style="list-style-type: none"> • Cllr Bill Aldridge • Cllr Colin Clayton • Cllr Stephen Coomber • Cllr Tony Hender • Cllr Steve Mayes • Cllr Brian Taylor 	<ul style="list-style-type: none"> • Nea Horsford – Clerk • Mike Hankins – District Councillor

1. Welcome and receive apologies and reasons for absence

Cllr Stefan Aquarone sent his apologies in advance.

2. To receive declarations of interest and consider any requests for dispensations

None received.

3. To approve the minutes of the Parish Council meeting held on the 14th May 2024 and 9th July 2024

The minutes of the meeting held on Tuesday 9th July 2024, having been circulated, were taken as read, **AGREED**, and **SIGNED** by the chair. The minutes from 14th May 2024 were also **SIGNED** by the chair, having been **AGREED** in the meeting of 9th July 2024.

4. Update from District and County Councillors

4.1. Cllr Aquarone's report

Available on the website.

4.2. Cllr Hankins' report

Available on the website.

5. Public Participation

No members of the public were present.

6. To discuss / respond to correspondence received

None received.

7. To discuss any planning applications received or approved since the last meeting

None received.

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8. Finance

8.1. To note the bank reconciliation

The council **NOTED** the bank reconciliation (made in advance of the meeting).

8.2. To note year to date V budget

The council **NOTED** the year-to-date v budget (made in advance of the meeting).

8.3. To agree the payment list and ratify authorised payments since the last meeting

The council **AGREED** the payments and are available on the website

8.4. To note any income since the last meeting

None received.

9. To discuss the memorial benches within the parish.

It was **NOTED** that the Susan Yaxley Memorial Bench has now been fixed and renovated by Mitchell and Rollins, and is back in the carpark. The invoice has been paid with equal contributions from the Yaxley Family and the Parochial Trust. It was **AGREED** there is a need for a Memorial Bench Policy, so there are some guidelines for any future benches.

10. To receive updates on the following:

10.1 Village sign and installation

Cllr Aldridge took the opportunity to thank Buntings for all their help with the installation of the post. The parish council are now waiting for a date from the school for the official unveiling.

10.2 Playground Fencing

ACTION Clerk to keep chasing

10.3 Speed Gates

The parish council **AGREED** to proceed with the speed gates. **ACTION** the clerk to chase Highways for choices of signage.

10.4 Emails and new website

Most of the councillors are now using their .gov.uk email addresses. When the clerk has time, she will start building the new website.

11. To receive an update on the Biodiversity Policy and agree and action plan

Cllr Coomber, Cllr Hender and Cllr Clayton presented their plans for biodiversity within the village. The Action Plan will be published on the website. **ACTION** the Biodiversity Group will continue to meet and discuss further.

12. Agree the following policies

12.1. Memorial Bench and Tree Policy

AGREED and **SIGNED**

13. To agree the date for Autumn playground tree cutting

It was **AGREED** to proceed with Norfolk Woods and Hedges and book the trimming in for October/November.

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14. To receive an update on the proposed plans for the cleaning and renovation of the War Memorial

It was **AGREED** to proceed with Buntings, and when the work has been completed, the War Memorial should be steam cleaned by Nick Hindle Stone Mason.

15. To agree Councillor Training from NPTS

Three possible dates were **AGREED**. **ACTION** the clerk to contact NPTS and suggest three dates and book the village hall.

16. To discuss the email and invoice received from Ryburgh Parish Council regarding the bus shelter and propose appropriate action.

It was **AGREED** to pay 50% of the invoice for cleaning the bus stop. **ACTION** the clerk to contact Ryburgh Parish Council.

17. To discuss and arrange checking the Parish Pitt with the possibility of renting it out for grazing.

It was **AGREED** that Cllr Coomber and Cllr Mayes would visit the Pitt and see if a sign could be placed on the fence / gate to state ownership. **ACTION** Clerk to send maps to Cllr Coomber and Cllr Mayes.

18. To discuss the Parish Partnership for 2025.

It was **AGREED** not to apply for any funding this year.

19. To discuss and agree the clerk's CILCA qualification and hours for studying.

It was **AGREED** that the clerk would proceed with her CILCA qualification, and Stibbard would pay for two hours study per week, along with the clerk and the other council she is employed by.

20. Items that have arisen since the publication of the agenda – for information only, to be included on the next agenda

Neighbourhood Plan
Budget / Precept
Biodiversity Plan
Parish Pitt

21. To note the date of the next meeting on the 12th November 2024 at 7pm.

Meeting closed at 8.22pm.

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