

GIMINGHAM PARISH COUNCIL

ORDINARY PARISH COUNCIL MEETING

Elaine Pugh - Clerk to Council

Minutes of the Ordinary Parish Council Meeting
Monday 17th June 2024 commencing @ 7.30pm

Present: Daniel Gotts (Chair), Alan Gotts and Alan Cargill
Others: 2 Members of the public

1. **To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
No apologies were required all members were present.
2. **To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations.**
No declarations or dispensations were requested or granted.
3. **To confirm receipt - Annual Parish Meeting Minutes - 7th May 2024**
Members confirmed receipt of these Minutes which would be signed at the next Annual Parish Meeting in May 2025.
4. **To approve Gimingham Annual Parish Council Minutes 7th May 2024**
It was resolved that these be approved and signed by the Chair.
5. **Resolution to adjourn the meeting for public participation - NNDC and CC Reports (10 minutes allowance)**
Members of the public are invited to give their views on Parish affairs at the discretion of the chair, for no more than 10 minutes.
Resolved to open the meeting.

Discussion took place on Gimingham Clubhouse and that there had been no progress in sourcing a suitable rental tenant. It was considered by the Council that the playing field should be utilised for sport and perhaps further discussions should take place in connection with the MADRA approach. Concerns with this would be noise and parking. The Council would need to engage with residents prior to progressing the matter in detail. It was considered that a Women's Football Team would be suitable at this location.

A member of the public asked if there was a paper map of the village - the Clerk said this would be investigated. EP

A member of the public asked where the SAM2 was? It was explained that this had been stolen and had been reported to the Police and insurance company. Questions were asked around the Council numbers and that they were low and how would that be managed? This matter was being considered and attendees were informed that applications for co-option needed to be made to the Clerk in the first instance.

Resolved to close the meeting.

6. To review and consider Planning if received

No new planning had been received.

7. To consider, review correspondence and action

Lloyds Bank - business not covered by the FSCS	Noted
NPTS - thank you for resubscription	Noted
NNDC - Thatched Barn, Slaughter Road, discharge of condition	Noted
Fosters re first registration of Gimingham Village Hall - ID	Agenda
Gimingham pot holes along Trunch Road - Highways investigating	Noted
Wix re domain registration and hosting	Clerk paid

8. Matters Arising and Monthly updates and for information only:

8.1 SAM 2 - this was missing and reported as stolen to the Police.

8.2 Caretaker additional jobs - cut behind new bus shelter **EP**

8.3 Highways

Pot holes along Trunch Road - email sent to Highways Engineer and Ed Maxfield - 900263215	Highways Engineer to investigate - email received
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8.4 Village Hall and update on Land Registration -
Cheque sent to Fosters for £830.

8.5 Southern Hill - invitation to attend meeting - no further update

8.6 Stickers onto bottle bank re dumping rubbish - completed

8.7 Gimingham Clubhouse - rental - waiting for references - Clerk chased again. No response - re-advertised.

8.8 HMRC VAT overpayment - cheque raised for signing £66.00

8.9 New bus shelter - added to asset list and insurance company informed

8.10 Cars parked on corner/junction of Heath Lane/Slaughter Road - removed

8.11 Letter of thanks - Ady Phillips for service to the Council - completed

8.12 Clearance of the Pound - completed

WORKS TO BE COMPLETED/outstanding

8.13 Playing Field - Removal of the dug out/brick shelter - better weather is required

9. To consider and agree the advertisement for the position of Clerk to the Council and job description (circulated) and agree procedures for interview

The Clerk had prepared and circulated the job description which the Council authorised. This would be advertised on the website, NPTS and noticeboard. Discussion took place with regard to the leaving date of the Clerk and this was confirmed as 7th July 2024. A handover would take place when a new Clerk was sourced. **EP**

10. To consider, review and receive comments on Council procedures:

1. Standing Orders

2. Financial Standing Orders

These were deferred until the next meeting.

Agenda

11. To consider Financial Matters

11.1 To receive bank reconciliation and note receipts and review reserves

The Clerk outlined the bank reconciliation and the Council noted reserves.

11.2 To agree payment schedule and approve payments

Payee	Amount
HMRC - VAT overpayment to be returned	£66.00
Gimingham Village Hall - bottlebank	£117.94
CHT - 2 x defibrillator pads	£131.94
Secret Gardens - Cutting of grass x 3	£450.00
Elaine Pugh - Clerk	£503.05
Mick Kinder (caretaking)	£216.00
HMRC	£34.50
Westcotec - new bus shelter at Pound	£4,820.40**

**** To be released after funding received from NCC PP Scheme.
Resolved to pay enbloc.**

11.3 To agree additional bank signatory and remove 2 existing signatories

The Clerk informed that an additional bank signatory needed to be appointed and two previous signatories removed. It was resolved that Alistair Cargill be a signatory on the Council's accounts.

EP

12. To re-appoint Councillors to sign the Voluntary First Registration of Gimingham Village Hall

The Clerk detailed that as the original 2 signatories had left the Council that 2 replacement Councillors need to be agreed. It was resolved that Daniel Gotts and Alistair Cargill would be the two new appointed persons. The Clerk would liaise with Fosters and arrange the ID process.

EP

13. To Receive Reports from Councillors and items for the next Agenda Replacement SAM - to have a green smiley face when complying with the speed limit as this gives a positive message.

The two bins on the bus shelter were damaged and needed repair or replacement - this would be investigated.

Engage with community with regard to MADRA facility.

Remind Highways regarding drainage scheme for Mill Road.

The Clerk informed that the caretaker was reducing his hours and would no longer be able to continue working at Gimingham.

14. To confirm date of the next Meeting Gimingham Ordinary Parish Council Meeting - Monday 15th July 2024 - Gimingham Village Hall @ 7.30pm

There being no further business the meeting concluded at 8.25pm.