

BEESTON REGIS PARISH COUNCIL

MINUTES of the Parish Council Meeting held on Wednesday, 9th June, 2021 at Scout HQ, Cromer Rd., Beeston Regis. – 7pm.

Covid 19 – The appropriate restrictions and guidelines were in place.

Present: M.Knowles (Chair), R.Smith, D.Thompson, S.Kent, G.Dyson, M.Wright, N.Wright, C.Goodwin, R.Beckley, and the Clerk.

1a. To receive and consider apologies

Apologies were received and accepted from Cllrs.S.Anderson and M.Roffe. Apologies were also received from J.Oliver (NCC), and S.Butikofer (NNDC).

1b. To receive Declarations of Interest on agenda items

None declared.

2. To approve the minutes of meeting held 21/5/21.

The minutes, which had already been circulated, were accepted as a true record. (Prop: GD, Sec: DT).

3 . Public Participation (requests to speak on agenda items)

No members of the public present.

4. Finance:

(a) To approve invoices for payment and note bank balances:

GWR Beckley £14.39 (reimbursement re domain renewal),

W.Peverill £45.00 (maintenace work), P.Bullimore £370.50 (net salary)

HMRC £33.60 (tax on salary), P.Bullimore £49.78 (clerks exps)

Secret Gardens £130.00 (grass cuts), Secret Gardens £120.00 (sign cleaning)

*** The above payments, as scheduled on the agenda, were approved (Prop: DT, Sec: MW). The reconciled bank balances were as follows :- A/C 10162132 £8,796.17 and A/C 10162140 £3,194.08. – Noted.

(b) To note/consider the Internal Audit Report (31.3.21)

The internal audit report, which was satisfactory, was read to members and noted.

(c) To approve the Governance Statement (31.3.21)

Members approved the Governance Statement which was duly signed by the Chair. (Prop: RS, Sec: RB).

(d) To approve the Accounts & Accounting Statement (31.3.21)

The Clerk referred members to a number of points on the accounts which had been provided to all councillors :- (a) the balance sheet showed an increase of approx. £1k over 2020 when looking at the closing figure (b) grass cutting and sign cleaning expenditure was similar to last year (c) travelling was down because of Covid19 as was the hire of the hall (d) the accounts showed that the PC still had £175 in hand with West Runton Scouts (prepayment) (e) salaries were higher following a review (f) additional maintenance of lights was higher because of the electrical testing carried out (g) bus shelter cleaning was lower following the termination of the arrangement with the contractor during the year, and (h) balances looked very healthy overall.

After a brief discussion the Accounts and Accounting Statements were approved (Prop: RS, Sec: DT) and the Chair duly signed the Return.

(e) To consider the SA Certificate of Exemption (31.3.21)

Members agreed to exemption and the Chair duly signed the form which would be submitted to the external auditors (PKF Littlejohn).

*** All the appropriate returns and statements would be displayed on the parish notice board and posted to the PC Website.

5. Planning:

(a) To note decisions/information received from NNDC/NCC since last update

Nothing received.

(b) To consider planning applications received since agenda printed

None received.

(c) PF/21/1235; The Turning Point, Sheringwood. Extensions/Other works.

Information had been circulated to members on 27/5/21 and after discussion it was agreed to make no comment (Prop: RB, Sec: NW).

(d) To consider consultation on “N.Walsham West” – N.Nfk Local Plan.

This was circulated to members on 27/5/21 and the PC thought it appropriate not to comment. (SK knew of many people in the N.Walsham area who had real concerns over these proposals).

(m) To consider PCs responsibilities re the AONB.

This had been duly considered (5c).

6. Highways/Footpath matters.

(a) To note the Sheringham to Cromer Cycleway Project.

The Clerk referred to the various emails sent to members following RS bringing this to the attention of the Chairman. The Chair stated that the scheme was gathering momentum although the route would need some work done on it. MK stated that J.Oliver (NCC) was in support of the project and there was much work going on nationally to promote cycling. RS stated that this project was at a very early stage but he hoped members would support it.

7. Meetings & Conferences (to receive reports and announcements)

No reports or announcements.

8. Update re Beeston Regis Quarry.

No further news. MK and NW would be attending the new Local Liaison Group on 21/6/21.

9. To consider delegating to Chairman the “filtering” of PC emails.

The Chair informed members of the large number of emails being received by the PC., many of which were not relevant to BRPC. The Clerk did not feel it appropriate that he decided what was and was not relevant and therefore everything was being forwarded to members. After discussion it was agreed that the Clerk forwards all emails to the Chair who would decide on their relevancy and pass on only those relevant to BRPC. (Prop: DT, Sec: CG).

10. Local Council Award Scheme & Governance

- (a) **To review and consider the following:- Community Engagement Policy, Equal Opportunities Policy, F.O.I. Model Publication Scheme, Grant Awarding Policy, Health & Safety Policy**

All members had been requested to view the above on the PC's website. RB stated that some were ok but others needed updating. It was agreed that the Equal Opportunities Policy, the F.O.I. Model Publication Scheme, and the Grant Awarding Policy did not need amendment but further work was needed on the Community Engagement Policy and the Health & Safety Policy. RB agreed to undertake this work and forward his amended documents to members. He also agreed to create a new Action Plan for 2021/22. These three documents would be further considered at the next meeting. (Prop: DT, Sec: CG).

11. To receive reports from District & County Councillors

Both reports had been circulated to members.

12. Police Report /Sect.17 Crime & Disorder Act.

Cluster newsletters continue to be received.

13. To receive Correspondence (not included in agenda items above).

Various emails had been received and all had been circulated to members :- (a) update re Norwich Western Link Project (b) NALC Wellbeing information including Briefings, Dementia Forum, and call for more Foster Carers (c) NCC News Releases concerning the new Deputy Lieutenant for Norfolk and an invite to share your views on the Norwich City Transport Plans.

14. Resolution re Public Participation (comments/other matters).

No members of the public in attendance.

15. To confirm date of next meeting.

Wednesday, 14th July, 2021 (7pm). The Chairman still had delegated power to revert back to the "Delegation Scheme" if Government guidelines change.