



BINHAM PARISH COUNCIL

Parish Clerk – Keith Leesmith
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2020/04

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 18 MAY 2020 **BY EMAIL**

Those Present Pennie Alford, Liz Brady (Chairman), Liz Brown, Kevin Cooke, & Helen Owen
Keith Leesmith (Clerk), Marie Strong (NCC), Richard Kershaw (NNDC)

1) Election of Chairman, 2) Election of Vice-Chairman, 3) Election of Chairman of Planning Committee

NB Legislation has been passed to the effect that Chairmen will automatically continue until May 2021. Binham PC has interpreted this to include the other two elected positions. Therefore, the three continuing are 1) Liz Brady, 2) Liz Brown, 3) Pennie Alford.

4) To confirm dates of meetings for the coming year:

Confirmed as 13.07.20 : 14.09.20 : 09.11.20 : 11.01.21 : 08.03.21 : 10.05.21

NB Binham PC will change meetings from the 3rd Monday to the 2nd Monday of the month this year

5) Apologies received: None – all present

5) Declarations of interest: None

7) Minutes of the Parish Council meeting held 20 January 2020: Approved & signed

NB The meeting planned for 16 March 2020 was cancelled due to Coronavirus

8a) NCC Report

Marie Strong had sent a report, which was circulated to Councillors, is appended to these minutes and appears on the website. In response to an earlier telephone call, MS said that she had spoken to Highways, and they should be installing the “entry gates” on Hindringham Road in the coming week.

8b) NNDC Report

Richard Kershaw had sent a report which was circulated to Councillors, is appended to these minutes, and appears on the website.

8c) Parish Clerk Report

Keith Leesmith had circulated a report to Councillors. This is appended to these minutes and appears on the website.

8d) Broadland Development Report

Liz Brady had circulated a report to Councillors. This is appended to these minutes and appears on the website. HO said that there was a continuing problem with rubbish on the site, generated by the building work and builders. LB would speak to the foreman on her next visit.

8e) Binham's response to Coronavirus Report

Liz Brady had circulated a report to Councillors. This is appended to these minutes and appears on the website.

9) To agree the annual governance statement for the 2019/2020 audit

Copies of the questions to be answered had been circulated beforehand and it was agreed that they could all be answered positively. They were signed off.

10) To agree accounts and sign off the 2019/2020 audit

The annual Accounting Statements were agreed and signed off, as was the Certificate of Exemption since we turn over less than £25,000. We will therefore not require an external audit this year.

11) To discuss any planning matters to hand

Pennie Alford had provided Councillors with a report showing the current "state of play" with various proposed developments in the village.

The Planning Committee had agreed to support the application for replacement timber windows at 1 Front Street.

It was noted, with unease, that permission had been granted for development at 6 Hindringham Road. Binham PC had opposed various proposals at this address over many years.

Several local residents had noted various activities taking place on the "Marsh Site" before and during the current Coronavirus Lockdown. PA had prepared a report which KL had passed to RK. RK had agreed to speak to planning enforcement.

12) Financial Report & Accounts for settlement

A bank reconciliation had been circulated to Councillors. The following were agreed for payment:

Local Contractor	repair of allotment gates	110.00
Grass Contractor	ground's maintenance	340.00
Zurich Municipal	annual insurance policy	338.95
Internal Auditor	accounts 2019/2020	30.00
Parish Clerk	1 st quarter salary and expenses	496.14
HMRC	PAYE on above	116.60

PA noted that a cheque written in November had still not been paid in. This was in respect of a donation of £50 to Macmillan Cancer Care. The cheque would have expired on the day of the meeting, but it was agreed that we would provide another.

13) To discuss emergency grant from Norfolk Community Foundation (£800 + £200 BPC contribution)

A grant had been obtained at the beginning of the current crisis to assist with various expenses including stationery for circulating information flyers, the cost of reimbursing fuel costs for people undertaking shopping and deliveries etc to vulnerable people and similar costs. It was thought that there may be a surplus in this fund, and ideas were invited for suitable projects. Councillors were asked to email the Chairman in the next two weeks with any ideas that they had.

14) To discuss the co-option of two additional Councillors.

It was agreed that the two people showing an interest in becoming Councillors; John Hill and Lottie Wynder should be co-opted. They would not be able to become Councillors immediately as they would have to sign *Declarations of Acceptance of Office* which would need to be witnessed. However, they can be included in email conversations in the meantime.

15) Minor Items

HO said that there was still dog mess around the village, which was disappointing as in the current restrictions this must be the responsibility of local resident dog-owners.

HO asked if anything could be done about an overhanging hedge in Priory Crescent. KL would write to Victory Housing about it, if he were supplied with the offending address.

HO said that there was still a problem with uneven footpaths in Priory Crescent. KL had spoken to Victory some time ago about this, and they had agreed to try to solve the problem. It was mainly caused by tree roots and was therefore very difficult to solve. He would mention it to Victory again. There were also concerns over illegal activity in Priory Crescent. These had been reported to Police, but they did not appear to have taken any action.

16) To confirm the date of the next meeting

Confirmed as Monday 13 July 2020.

The meeting closed at 2045

These minutes have been built from the 97 emails that were sent during the “meeting”