

Kimberley and Carleton Forehoe Parish Council

MINUTES OF A PARISH COUNCIL MEETING HELD AT ST PETER'S CHURCH, KIMBERLEY ON FRIDAY 31 MAY 2013 AT 7PM

The following members were present:- Joy Smiley (Vice Chairman in the Chair), Val Evans, Jane Fraser, Diana Hambro. The Clerk, District Councillor Michael Edney and County Councillor Margaret Dewsbury were also present.

Public Comments:

Action

1. **ELECTION OF CHAIRMAN**
Colin House was elected as Chairman, proposed by Joy Smiley, seconded by Diana Hambro, all in favour.
2. **ELECTION OF VICE CHAIRMAN**
Joy Smiley was elected as Vice Chairman, proposed by Jane Fraser, seconded by Val Evans, all in favour.
3. **APOLOGIES FOR ABSENCE**
Apologies for absence were received and accepted from Colin House.
4. **DECLARATION OF INTERESTS AND DISPENSATIONS**
Val Evans declared an interest as a Trustee of the Carleton Forehoe Fen.
Joy Smiley declared an interest as a resident of The Green, Kimberley
5. **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**
The minutes of the meeting held 22nd March 2013 were agreed as a correct record and signed.
6. **CORRESPONDENCE**
The Council received and noted the correspondence. The results of the speed enforcement camera were received, and it was suggested that traffic calming measures should be considered at the entrances to the village. Cllr Dewsbury noted that this was an issue that she was taking up throughout her division.
7. **FINANCE**
 - 7.1 The 2013/14 financial transactions to date were noted.
 - 7.2 The cheque payments were approved as presented:

7.2.1	Norfolk ALC	Subscription	£78.87
7.2.2	Kimberley Churchyard	Grass Cutting	£150.00
7.2.3	Carleton Forehoe Churchyard	Grass Cutting	£150.00
7.2.4	HMRC	PAYE	50.00
TOTAL			£428.87
 - 7.3 Diana Hambro was appointed as Responsible Financial Officer for 2013/14.
 - 7.4 The Internal Audit Report was received and noted.
 - 7.5 The 2012/13 Annual Audit Return was approved unanimously.
8. **PLANNING**
 - 8.1 To consider planning applications:

	None
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8.2 To receive planning decisions:

	None
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9. KIMBERLEY SIGN

It was noted that the sign remained with Harrisons for refurbishment.

10. WATER GRUPS

The water grups would be dug once the equipment was in the area.

DH

11. KIMBERLEY JUBILEE TREE

It was confirmed that the tree had been planted and was growing well. The Clerk confirmed that the end of grant monitoring form could now be sent back.

Clerk

12. CARLETON FOREHOE FEN INSURANCE

The Clerk reported that she had received various items of documentation confirming the Trust's claim to ownership of the land, and that the next step was to agree as simple lease between the Trust and the Parish Council. It was agreed that an initial lease for 5 years at £5 per year would be acceptable. The Clerk agreed to pull together the necessary documentation, which would then be sent to Norfolk ALC to make use of the free legal advice service that came with the subscription. Once confirmation had been received that this approach was suitable, the Charity Commission would be contacted by the Trustees to give permission to go ahead.

Clerk

13. DATE AND TIME OF NEXT MEETING

Friday 26 July 2013 7pm at Kimberley Church.

The meeting closed at 8pm.

Signed

Dated