

The minutes of the Annual meeting of the
Over Norton Parish Council
held on 26th May 2022

A meeting of the Over Norton Parish Council was held at the Over Norton Village Hall on Thursday 26th May 2022 at 7.30pm.

The following persons were present: -

Cllr G Pashley, Chairman
Cllr S Llewellyn
Cllr R Harris

Mrs K Llewellyn, Parish Clerk

34/22 **Electing the chair** Cllr Harris Nominated Cllr Pashley, Cllr Llewellyn
Seconded

35/22 **Apologies for absence** Cllr Harrison and Cllr Westerman

36/22 **Declaration of interest** None

37/22 **Minutes of the meeting held on 7th April 2022** Agreed

38/22 **Matters arising from the minutes** –

Trees and pavement

Over hanging trees by park wall Cllr Pashley Will contact them before July meeting

Bank account- Cllr Pashley and Cllr Harrison/ Cllr Harris need to get together to set up internet banking.

Cllr Pashley and Cllr Llewellyn to contact unity bank to get a bank statement to show the balance as of 31st March 2022 and to close account.

Website - Website Cllr Llewellyn recommends keeping the website address we have. He now has the document to indicate what needs to be included. He will talk to Sarah to find out if they would like to have online bookings for the village hall.

request to consider lighting - We have been advised a new light would cost £1900, not something that we can afford to do at the moment and we could reconsider later if appropriate.

Dog waste bins - The district is still being mapped so they are unable to provide locations of the bins currently. Once this has been completed, we will

be sent a map. We don't feel we are able to do anything about the locations that have had bins removed until we are aware of all of the new locations.

Request to look at grass verges – Grass verges. Still awaiting something to go on to facebook to ask for opinions.

Correspondence – Thomas fox have clarified that the contract price will remain the same and are not currently affected by the price increases.

39/22 **Public participation** – None

40/22 **Planning** application numbers: 22/00889/FUL, 22/01197/FUL, 22/01222/HHD and 22/01208/FUL

No objections to any of the listed above applications

41/22 **OALC Membership**- Agreed

42/22 **Finance**

It was agreed to pay the clerk for the extra hours that have been worked (and will be worked). It was acknowledged that as a new clerk there is a lot of time needed to research and find out policy and procedures.

£490.46- Thomas Fox (April)

£264.00 Thomas Fox (February)

£180 Thomas Fox (March)

£150 OALC Membership

£175 Kopyrite Newsletter

£650 Staffing costs

43/22 **Audit**- Cashbook for the year was shared and agreed. Discussed the audit paperwork and agreed. No issues were raised, all agreed with the finances. Problems finding an internal auditor discussed, councillors said they are happy to go with whoever the clerk recommends. The clerk will email councillors to advise who and cost and then proceed with engaging the internal auditor before the next meeting.

44/22 **Jubilee** - £300 budget agreed, with an extra contingency of £150 (£450 in total)

To claim the funding the Parish council have asked for invoices to be made out to the parish council and we will pay them. For the smaller items a councilor or the clerk would need to buy them and claim the money back (i.e refreshments from the supermarket)

45/22 **Play area refurbishment** –Cllr Pashley requested a quote from Thomas Fox as requested by Proludic. Proludic expected this to be around £300 however the quote was for £650. Thomas Fox have laid topsoil and seeded the areas around the matting. However, both the Clerk and Cllr Pashley deny accepting the quote. The clerk will contact Thomas Fox and enquire as to who authorised the work/why it was completed without authorization.

The council also agreed to prevent any confusion in the future, Thomas Fox should only complete work once a quote has been accepted in writing from the clerks email address.

The grass in the park has been cut, however the cuttings were left. Councillors where unhappy with this and felt that it should be collect. The clerk is to contact Thomas Fox regarding this.

Cllr Llewellyn relayed local residents had suggested having a book loaning area and a pick your own area in the play area. Councillors decided against this as it was felt there wasn't enough space to do so safely. It was also mentioned that there was interest in having a foraging area/pick your own at the village hall. This is something that would need to be discussed with the village hall, Clive Harrison would be the best person to speak to. Cllr Llewellyn to inform the interested parties

46/22 **Correspondence** - None

47/22 **Any other business**- Cllr Pashley is going to ask for a quote to paint the railings around the fountain and bring it to the next meeting for consideration.

Clerk advised that there should be an Annual parish meeting held, this can be called by The Chair, The Councillors or the electors. Whilst there should be one every year there is no sanctions for not holding one. The Chair/Councillors decided they would not call one.

48/22 **Date of next meeting**- Clerk to email Cllr Harrison and ask for availability for July.