

## Over Norton annual parish Council meeting - Minutes

The Over Norton annual parish Council meeting was held at the Over Norton Village Hall on

Thursday 16<sup>th</sup> May 2024 at 7.30pm.

The following persons were present: -

Cllr G Pashley, Chairman

Cllr S Llewellyn

Cllr R Harris

Cllr M Harrison

Cllr Wilson- District Councillor

Mrs K Llewellyn, Parish Clerk

2 members of the public

### Minutes

131/24 Electing the Chairman- Cllr Harrison – proposed, Cllr Harris seconded - unanimous

132/24 Clerk received all the forms

133/24 No Absences

134/24 Declarations of interest- None

135/24 Minutes agreed from previous meeting

136/24 **Matters arising from minutes**, 21st March 2024

Clerk to chase Cllr Saul regarding parking issues on Cleeves corner, Corner of Choice hill/Quarhill close and the bus stop.

137/24 Public participation

138/24 Review of policies.

Remove Terms of References of Committees from Standing orders.

Amend Financial regulations agree clerk set payments up, 1 councilor authorise online and 2 councilors sign the invoice.

All other polices agreed.

139/24 Reviewed asset register.

140/24 Insurance – review in November 2024

141/24 Subscriptions – OLAC and SLCC- agreed to continue subscriptions.

142/24 S137 (Donations) – 1 Royal British Legion.

142/24

- a) To approve end of year accounts
  - a. Approved
- b) To receive internal audit and note recommendations
  - a. Approved
- c) To approve Annual Governance Statement (section 1 of AGAR))
  - a. Approved
- d) To approve Accounting Statement (section 2 of AGAR)
  - a. Approved
- e) To agree explanation of significant variances
  - a. Approved
- f) To note dates of Public Rights
  - a. Approved

### **142/24 Planning**

1 Planning application – no objections

### **143/24 Solar Speed Signs**

Clerk to contact Highways for placement advice and approval.

### **144/24 Street lighting**

Cllrs all agreed on the newly proposed light near the Over Norton play area at a cost of: £2327.49. Ownership, future maintenance and energy cost will be the responsibility of OCC. Exact location to be decided by OCC.

### **145/24 Finance**

D.Wilson 2 invoices - grass cuttings £150

Thomas Fox - grass cuttings £665.38

Internal auditor - £150

Staff costs - £518.26

Microsoft Office 360 - £59.99

ICO – £40

### **146/24 Correspondence**

Cllr Saul report

Advice on security cameras. Clerk to contact PCSO to provide a statement for public advice.

### **147/24 Any other business**

Member of the public:

Over Norton Tree on the green requires a tree surgeon for maintenance. Cllr Pashley to liaise arrange tree surgeon visit.

Flowerpot on the green has suffered from frost damage, all councilors agree to replace the flowerpot. Clerk to liaise with garden company to generate and pay invoice to replace.

Member of the public (on behalf of Over Norton Welfare Trust)

They want to hold defibrillator training, they have asked for the Councils assistance in organizing a trainer. Clerk to liaise. Over Norton Trust will advertise and organise participation etc.

Cllr Llewellyn has spoken to member of the public regarding broken plastic roof, agreed to fix it.

Clerk advised that the printer is malfunctioning and it quite old, Cllrs agreed to purchase a new one (£169.99). Dictaphone also agreed to be replaced.

### **148/24 Date of Next Meeting 25/07/2024**