**AYLMERTON PARISH COUNCIL**

**ANNUAL PARISH COUNCIL MEETING**

**MINUTES**

**Attendees: Cllr R Kelsey (Chairman) Cllr R Bacon, Cllr M Williams, Cllr R Fuke, Cllr Lynes**

**In Attendance: P Adams (Clerk) No Members of the public attended**

**aylmertonpc.norfolkparishes.norfolk.gov**

**All minutes are draft until approved at a subsequent meeting**

**Meeting began at 7.10pm**

1. **APPOINTMENT OF CHAIRMAN.** Cllr Fuke proposed Cllr Kelsey, seconded by Cllr Lynes

 Vote: Unanimous.

1. **CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE.** The Chairman made the official declaration and signed the Declarations form accordingly
2. **Appointment of the vice-chairman** Cllr Kelsey (Chairman) proposed Cllr Bacon, seconded by Cllr Williams. Vote: Unanimous.
3. **THE VICE CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE** The Vice Chairman made the official declaration and signed the Declaration form accordingly
4. **APOLOGIES FOR ABSENCE.** None
5. **DECLARATIONS OF INTEREST -** *To receive declarations of interest in agenda items* Cllrs; Kelsey (Chairman) Bacon (Vice Chairman), Williams and Lynes declared an interest in Item 12.
6. **MINUTES** - *To approve the minutes of the previous meetings held on 20TH April 2021.* Approved
7. **OPEN SESSION FOR MEMBERS OF THE PUBLIC, COUNTY AND DISTRICT COUNCILLORS AND THE POLICE** None
8. **TO RECIEVE UPDATES ON ITEMS FROM THE LAST MEETING:**
9. **To receive an update on the mower**. No further communication has been received from Mr Dumolo. The Members discussed the playing field and Cllr Lynes said he would ask Mr Dumolo when it would next be cut.
10. **To receive an update on Red Barn Lane.** The Clerk informed the meeting that NCC had finally responded to her messages. NCC said that they have received an application from the British Horse Society to register the track as a Restricted Bridleway. The Clerk informed the Members that it seemed rather odd that NCC prefer to receive an application which will provide a great deal of work, rather than accept that the Landowner has agreed in principle to register the track! The Clerk said that the application will not be successful because the track is not a Restricted Bridleway. The Clerk was asked to find out which branch of the BHS is managing the registration.
11. **To receive an update on the land registry search regarding the location of the post box.** This matter will be discussed at the July meeting.

1. **NEW MATTERS**
2. Dog Bins. Cllr Kelsey (The Chairman) informed the members that he is still keen to explore a potential site for a dog bin. The Clerk was asked to check whether NNDC are emptying the bin on the bus shelter? The Chairman said he would investigate the cost of a lidded bin.
3. To receive a copy of the Asset Register and agree an inspection date. The Asset Register was agreed. A date to conduct an inspection will be agreed by email.
4. The Noticeboard. After discussion Members agreed that they did not want to replace the broken aluminium noticeboard with an identical one (as specified by the Village Hall Committee). It was therefore, agreed that the new noticeboard will be placed in the bus shelter.
5. **THE ALLOTMENTS – To receive an update from Cllr Fuke.** Cllr Fuke presented the result of the measuring exercise carried out at the allotments by himself and the Clerk. Members accepted the results. This matter will be considered in further detail at the next meeting.

Members discussed the issue of the barbed wire fence on three of the plots (used for horses). The Members asked the Clerk to ask for recommendations on this matter from the Allotment Society and the British Horse Society.

1. **FINANCE AND GOVERNANCE**
2. ***To agree to hold a Finance meeting in June to consider the Annual Governance and Accountability Return. To consider a proposal to hold the finance meeting in the daytime rather than the evening.*** *Agreed.*
3. ***To consider the insurance quotes for 2021/22*** *Approved.*

*14* **Matters that have arisen since the publication of the agenda.**

**Planning Application PF/21/1128** Side and Rear Extension to Dwelling and Garage and relocation of oil tank at The Gable, Holt Road, Aylmerton. No objection

12**. ITEMS FOR THE NEXT AGENDA** Members discussed the idea of a newsletter an agreed to discuss at the July meeting,

13.**TO NOTE THE DATE OF THE NEXT MEETING** The date of the June Meeting will be agreed by email

14. **TO CLOSE THE MEETING***.* There being no further business the Chairman closed the meeting at 8.51pm