

Minutes of the Annual Billingford Parish Council meeting held on  
Tuesday 9<sup>th</sup> May 2017 at 7.30 p.m. at Billingford Village Hall

Present:- Cllr A Lake, Cllr Skinn, Cllr S Harris, Cllr M Baldwin, Cllr V Wilson, Cllr P Payne  
and Cllr Mary Reeve

Other Members Present: - 9 members of the Public and Dist. Cllr Gordon Bambridge

Matters raised under time allocated to the Public

No matters were raised as this meeting followed the Annual meeting of the Parish.

**1. Welcome and to consider accepting apologies for absence**

The Chairman welcomed those present to the meeting. There were no apologies for absence to be received.

**2. To elect the Chairman and Vice Chairman of the Parish Council for the forthcoming year**

Cllr Skinn proposed Cllr Lake for the position of Chairman of the Parish Council for the forthcoming year, this was seconded by Cllr Harris. There were no other nominations so this proposal was carried. Cllr Lake signed the Declaration of Acceptance of Office form.

Cllr Lake proposed Cllr Skinn for the position of Vice Chairman and this proposal was counter proposed by Cllr Wilson proposing Cllr Payne for the position of Vice Chairman, and this was seconded by Cllr Reeve. There were no other nominations so this proposal was carried and Cllr Payne became the Vice Chairman. The Parish Council thanked Cllr Skinn for acting as Vice Chairman to the Parish Council for the last two years and he will still be dealing with Parish Council matters.

**3. To declare any Interests re items on the agenda**

There were no Interests declared.

**4. To confirm minutes of the meeting held on January 24th**

The minutes had been circulated. Cllr Reeve proposed that the minutes of January 24th be accepted as an accurate record of the meeting, seconded by Cllr Skinn and carried, so the Chairman signed them as a true copy.

**5. To discuss any matters from the minutes of January (not on the agenda)**

There were no matters arising.

**6. To discuss Correspondence received**

The only items of mail received were:- T T Jones Electrical Ltd – annual clean & visual inspection programme 2017 and 2 copies of Clerks & Councils Direct

**7. To discuss any Planning Issues**

No planning applications had been received for discussion.

**8. To discuss Highways Matters – potholes**

There are many pot holes on the road from Dereham to North Elmham. On the Bintree Road there are some large pot holes, especially on the part of the road heading towards Bintree. There are also some at the end of Green Lane. These will be reported.

**9. To adopt the end of year accounts, Annual Return and Annual Governance Statement**

Cllr Reeve proposed these be adopted, seconded by Cllr Harris and carried.

**10. To authorize financial payments**

The Parish Council agreed to pay the following necessary financial payments:-

Renewal membership for Open Spaces £45.00	Clerk's salary for February to May £565.64
HMRC Tax for February to May £141.20	Clerk's expenses for February – May £94.49
Clerk's holiday pay in lieu of holiday £148.40	Excel Programme £119.99, training £24.00
Excel Training Book £15.39	T D Gardens £75.00
Mr Steve Jackman (website work) £96.00	Zurich insurance £167.44

NALC subscription of £97.87 versus Norfolk Parish Training & Support for £40.00

The Parish Council decided not to renew its subscription with NALC but to join NPTS at a cost of £40.00 per year.

**11. Highways Matters**

The Clerk should discover soon who has taken the place of John Winnett at Highways. When she is given the new details she will endeavour to set up a meeting.

**12. To discuss the new website being prepared by Mr Jackman**

The profiles of many of the Parish Councillors are now on the website and the few remaining will send them to the Clerk soon. The Parish Council thanked Mrs Lake for touring the village and taking photos for the website.

**13. To discuss Community Speedwatch progeess**

There are now 6 people interested so training can now take place. By the end of this week Cllr Wilson should be able to send off the names of the people interested and they will be measured up for the jackets, etc. The best place to stand will be suggested at the training. This checking can only be done in the 30 m.p.h. or 40 m.p.h. areas. Eventually the SAM2 sign will be bought by Gressenhall Parish Council and this Parish Council will be borrowing it from time to time.

**14. To receive items for the next agenda**

Billingford Fuel Charity

**15. To confirm date and time of next meeting**

The date of the next Parish Council meeting is set for Tuesday 25<sup>th</sup> July 2017 at 7.30 p.m. The Chairman thanked everyone for attending. There being no other business to discuss, the Chairman declared the meeting closed at 8.50 p.m.

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Chairman Date

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Clerk Date