

**MINUTES OF THE MEETING OF KIMBERLEY & CARLETON FOREHOE PARISH COUNCIL
HELD ON MONDAY 22ND MAY 2023 AT 7PM AT CARLETON FOREHOE CHURCH**

Present: Colin House (Outgoing Chairman)
Graham Mann
Joy Smiley (Incoming Chairperson)
Jane Fraser
Robert Alston
Jack Hornby
Maria Hutson, Parish Clerk

Also present: District Councillor Richard Elliott; County Councillor Margaret Dewsbury

1. Election of Chairman

Joy Smiley proposed Jane Fraser, seconded by Jack Hornby. Joy Smiley was elected as Chairperson unopposed

2. Election of Vice Chairman

Jane Fraser proposed Joy Smiley, seconded by Graham Mann. Jane Fraser was elected as Vice-Chairman unopposed

3. Public Forum

a. Public Comments

None

b. District Councillor

Richard Elliott gave an office accommodation update with a move to new permanent premises at the end of the month in Thorpe St Andrew. There will be a significant saving which has enabled the Council Tax to be frozen this financial year.

Following the elections, the annual meeting of the council is later this week. Cllr Elliott also mentioned the App that is now available to help residents with bin collections.

c. County Councillor

Kay Mason-Billing is now leader at Norfolk County Council and there has been a change of some portfolio holders. The £2 bus funding has been extended to November 2024. Phase 2 of the local Cycling and Walking plan has been launched which includes the Wymondham, Hethersett and Attleborough areas.

4. To receive and approve apologies for absence, and approve extended absence where relevant

None

5. To receive declarations of interest and applications for dispensations

None

6. To consider adopting General Power of Competence

It was agreed to adopt the General Power of Competence

7. To approve the minutes of the meeting held Friday 21st April 2023

The minutes of the meeting were agreed, proposed by Robert Alston, seconded by Jack Hornby, all in favour.

8. Matters arising from the minutes (for information only)

a. Reinstatement at Kimberley Village Green

This has now been satisfactorily rectified with the grass beginning to establish.

9. To hear incoming correspondence since last meeting and determine responses where appropriate:

a. General Correspondence

Flexibus changes – information only

Green Spaces - promote the link for the consultation

Barnham Broom Being Green Working Party – **Clerk to acknowledge email**

10. Finance:-

a. Financial Update 2023/24

Clerk unable to access to bank account yet so unable to update.

b. Review of Internal Controls and Risk Assessments

To be deferred in until September

c. Approve Bank Signatories

Colin House to be removed from the signatories

Proposed by Jane Fraser and seconded by Joy Smiley that Robert Alston added as third signatory. **Clerk to action was she has access.**

d. To approve payments

Clerk Salary, May 9 th – June 30 th	£268.03
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HMRC Quarter 1	£67.01
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Clerk to send payslips once able to access HMRC Basic Tools and bank account.

11. Planning:-

a. Applications considered between meetings

None

b. Planning Decisions

None

12. Other Matters

a. Public Rights of Way – Update

Jack Hornby and Joy Smiley to liaise with Wymondham Town Council and update at the next meeting.

b. Norwich Western Link / A47 Task Force – Update

Jane Fraser reported that the traffic modelling had been undertaken for Carleton Forehoe, waiting to see the results. Graham Mann agreed to represent Kimberley at future liaison and Task Force meetings.

c. Review Data Protection Policy and Privacy Statement

Deferred to September meeting

d. Formal renaming of Parish Council to Kimberley and Carleton Forehoe Parish Council

Clerk to speak with monitoring officer at South Norfolk Council to find out more about the process.

e. Consideration of meeting dates for 2023

Future meetings agreed for Monday 11th September 2023, Kimberley Church Joy Smiley to book; Monday 27th November 2023 – Barnham Broom VH clerk to book

13. Next Meeting

Monday 11th September, Kimberley Church, 7pm

Meeting closed at 19:42