

Matlaske Parish Council

Draft Minutes of the Meeting of the Parish Council held on Wednesday 13 April at 7.30pm St Peter's Church, Matlaske.

Councillors Present: Cllr Sara Buxton (Chairman), Cllr Derek England, Cllr Dick Fiddian, Cllr Ian Fitzpatrick-Swallow

In Attendance: Miss Pat Chapman (Outgoing Clerk), Mrs Emma Childs (New Clerk)

1. To Consider Accepting Apologies for Absence:

Apologies for absence were received and approved from Cllr Felicity Rushmer, Cllr Marion Shepherd, Cllr Richard Amis

2. Public Forum

a) To receive questions or comments from the parishioners:

None

b) To receive the reports from the District & County Councillors:

a) County Councillor

None

b) District Councillor

None

3. To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:

None

4. To ratify appointment of Emma Childs as Parish Clerk

Proposed by Cllr Buxton, Seconded by Cllr England, All in Favour

5. To approve Minutes of the Parish Council Meeting held on Wednesday 16 February 2022

The minutes of the Parish Council Meeting held on Wednesday 16 February 2022 previously circulated to all members. Unanimously agreed and signed by the Chairman.

6. Matters Arising from the Minutes

a) Bed and Breakfast

This is still ongoing but no further information or details have been received.

b) SAM – Speed Awareness Sign

ACTION: Cllr Buxton to email Emma Youngs for further information

c) Bottle Bank

Two bottle banks have now been installed.

ACTION: Cllr Buxton to put details in the newsletter to ensure Parishioners are aware

7. Finance

a) Financial Update

None

b) To Approve Payments

None

8. Correspondence

a) Review of NNDC Public Conveniences

Although there are no public conveniences in the Parish. Improvements can always be made in the town and coastal public conveniences.

ACTION: Clerk to email response

b) General Correspondence

None

9. Planning

a) To Comment on and Recommend/Object any Current planning applications:

None.

b) To receive an update on any previous planning applications:

None

10. Other Matters

a) To Agree the Appointment of Internal Auditor for 2021/2022 Accounts

It was agreed to appoint Catherine Moore as the Internal Auditor at a cost of £70.

Proposed by Cllr Buxton, Seconded by Cllr Fitzpatrick-Swallow, all in favour

b) To determine a date for the Annual Parish Meeting

It was decided the Annual Parish Meeting would be held on Wednesday 18th May 2022 at 7.30pm in St Peter's Church, Matlaske.

ACTION: Clerk to issue invitations

c) To determine a date for the Annual Parish Council Meeting

It was decided that the Annual Parish Council Meeting will be held directly following the Annual Parish Meeting on Wednesday 18th May 2022.

d) Jubilee Celebrations

To be discussed in greater depth at the next meeting with a view to holding a joint celebration with Barningham on Friday 3 June 2022

e) Thank you to Pat

All the councillors would like to extend their warmest thanks to Pat for her years of service as Parish Clerk.

11. Date of Next Meeting

The next meeting will take place on Wednesday 18th May at 7.30pm at St Peter's Church, Matlaske

The meeting closed at 8.00pm.