

Minutes of the Annual Meeting of Tunstead and Sco-Ruston Parish Council held at the Horse & Groom on Tuesday 21st May 2024 at 7:30pm.

Present: Chris Oakes, Chairman
Rob Hetherington,
Gilly Foulds
Liz Powell
Jimmy Miller, Clerk

Also present: Nigel Dixon; Luke Patterson, three members of public (including Julie North)

1 Election of chairman and vice-chairman

Cllr Hetherington proposed Cllr Oakes; seconded by Cllr Foulds. Unanimous decision in favour.

Cllr Oakes proposed Cllr Hetherington; seconded by Cllr Powell. Unanimous decision in favour.

2 To receive and approve apologies for absence

Apologies were received from Cllrs Place and Coston.

3 Declarations of interest for items and applications for dispensations

None.

4 To approve minutes of 16th April 2024

Cllr Powell proposed; seconded by Cllr Foulds; unanimous decision in favour.

5 To receive and note the Clerk's report

The Clerk's report was noted.

6 Planning

a) Applications received

b) Applications received since 16th May 2024

(c) Planning decisions

(i) PF/24/0487

10 Fletcher Close, Tunstead, Norwich, Norfolk, NR12 8RA,

Demolition of existing garage and west extension, and erection of front porch, single-storey rear/side extension and single-storey side extension, render all external walls and all windows and doors to be replaced with anthracite grey uPVC

APPROVED by NNDC.

(ii) PF/24/0448

Normac, Market Street, Tunstead, Norwich, Norfolk, NR12 8RB

Replacement of attached garage with single storey side extension, rendering of external walls, and alterations to fenestration.

APPROVED by NNDC.

7 Correspondence – To consider and respond to the following correspondence:

Correspondence list to be issued

The correspondence list was noted.

Finance

There were no bank reconciliations or accounts presented at this meeting.

Payee	Item	Amount
J. Miller	Salary for May 2024	£299.00
J. Miller	Home office May 2024	£10.00
J. Miller	Mileage (meeting May 2024)	£15.30
J. Miller	Mileage for internal audit	£18.00
D. Balls	Internal audit	£35.00

Cllr Foulds proposed approving the above list for payment; seconded by Cllr Powell; unanimous decision in favour.

8 To approve the AGAR for year ending 2024

The internal audit report was noted.

Cllr Powell proposed approving the annual governance statement; seconded by Cllr Hetherington. Unanimous decision in favour. The annual governance statement was duly signed.

Cllr Foulds proposed approving the annual accounting statement ; seconded by Cllr Powell. Unanimous decision in favour. The annual accounting statement was duly signed by Cllr Oakes.

Cllr Foulds proposes to declare TPC exempt from the external audit requirement; seconded by Cllr Powell. Unanimous decision in favour. The certificate of exemption was duly signed.

9 To change signatories on the Santander account

Cllr Foulds proposed that the present signatories close the Santander account and move the money across to Barclays as they pay a higher interest rate.

10 To review and adopt standing orders and financial regulations

Cllr Hetherington proposed accepting the standing orders and financial regulations but, with the financial regulations, increasing the amount that the Clerk can spend with approval of the Chair to £1,000; seconded by Cllr Foulds; unanimous decision in favour.

11 Flooding

Flooding was discussed during the Annual Parish Meeting

12 Co-option of councillors

TPC received two applications, one from Julie North and one from Rob Cole.

Cllr Hetherington proposed co-opting both applicants; Cllr Foulds seconded; unanimous decision in favour.

13 Agenda items for meeting in June 2024

Neighbourhood Plan

Code of conduct

Grass cutting for church

Meeting closed at 8:10pm.

Date of next Parish Council meeting: 18th June 2024