

# PLUMSTEAD PARISH COUNCIL

## **Minutes of the Annual Meeting of Plumstead Parish Council held on Wednesday 04 May 2022 at 6.05 pm in Plumstead Church**

Present: Nick Fulford (Chair), David Logan, Johnathan Pilbrow, Pip Burden & Harriet Rossi (Clerk) Brian Faulkner joined later

1 The Chair welcomed everyone to the meeting. Apologies were received from Councillor Aquarone.

### **2 Election of Chair & Vice-Chair and Co-option to the Parish Council**

- It was proposed by DL and agreed unanimously that NF be elected as Chair.
- It was proposed by NF and agreed unanimously that BF be elected as Vice-Chair.
- Declarations of Acceptance of Office forms to be completed after the meeting.
- It was proposed by NF and agreed unanimously that BF should be co-opted to the Parish Council with immediate effect. BF to sign the Declaration of Acceptance of Office and Declaration of Interests Form after the meeting. (Action: BF/HR)

### **3 Declarations of interest**

None.

### **4 Minutes of the meeting held on 04 February 2022**

It was unanimously agreed that the draft minutes of the meeting held on 04 February 2022 be approved and they were duly signed by NF.

### **5 Open Session for Members of the Public to speak**

No members of the public were in attendance.

### **6 To receive reports from County & District Councillors**

- No reports had been received from Councillor Bütikofer.
- Councillor Aquarone's report was received and circulated prior to the meeting by the Clerk

### **7 Police Report**

Due to Pc Gower-Smith's absence there was no police report.

### **8 Annual Governance & Accountability Return 2020/21**

These matters will be dealt with at a meeting to be held on 30 May 2022

### **9 Clerk's Financial Report**

This will also be dealt with at the meeting on 30 May 2022

### **10 Information Audit**

Councillors noted the summary of information recorded in the Information Audit maintained by the Clerk.

11 **Policy Documents**

Amendments were agreed for the wording of the Vexatious Complaints Policy. All other policies were approved in their existing format and will be updated by the Clerk (action: HR)

12 **Maintenance of the Parish Council's assets**

- Church Farmhouse notice board – this is no longer used by the PC so the name over the board will be removed but the board will remain for community use.
- Flagpole – this will be given annual maintenance (action: NF)
- Bus Shelter – this will be cleaned out and repainted (action: JP)
- Phone Box – this will be repainted this year (action: NF/HR)

13 **Clerk's Remuneration**

It was agreed that the Clerk's salary would remain unchanged for the forthcoming year.

14 **Planning Applications**

None.

15 **Pond & Wildlife Meadow**

- Work undertaken at the pond was under the guidance of Charlie Ennalls of FWAG and Andy Hines of Norfolk Ponds Project. This included clearing the area and coppicing trees as well as dredging the holding pond and all work was undertaken free of charge.
- The weed has gone from the pond and a goose and her goslings were in residence as well as other wildlife that has been seen.
- The Wildlife Meadow has not been grazed, but just flailed this year. There has been a good display of cowslips following this. It remains to be seen what will be done this year.

16 **To consider any correspondence which has not been circulated via email**

None.

17 **AOB**

None

18 **Dates of future meetings**

Monday 30 May 6.30pm

Monday 6 September at 6.30 pm

Monday 6 December at 6.30 pm

Meeting closed at 18:40 pm

# PLUMSTEAD PARISH COUNCIL

## FINANCIAL REPORT FOR ANNUAL MEETING OF PLUMSTEAD PARISH COUNCIL TO BE HELD ON 10.5.21

<b>Bank Statement carry forward as of 3.5.21</b>	<b>£7,622.70</b>
<b>Cash book carry forward as of 3.5.21</b>	<b>£7,622.70</b>
<b>Parish Council money (ie cash book balance minus ring-fenced income)</b>	<b>£3,473.96</b>

### **Income received since closure of 2020/21 Accounts (ie 31.3.21)**

30.4.21        £1,375.00        Precept ~ first instalment

### **Payments received since closure of 2020/21 Accounts (ie 31.3.21)**

6.4.21	£500.00	FD	Restoration of village sign ~ labour
7.4.21	£55.50	FD	Restoration of village sign ~ painting metal frame
17.4.21	£61.94	JEMCO	Two signs for pond area

### **EXPENDITURE FROM RING FENCED INCOME SINCE CLOSURE OF ANNUAL ACCOUNTS (31.3.21)**

#### **DONATIONS FROM PLUMSTEAD EVENTS GROUP**

Opening Balance 1.4.21: £108.13

Expenditure (ex-VAT) : None

Closing balance as at 3.5.21: £108.13

#### **INCOME FROM OPEN GARDENS & SUMMER FAIR 2018**

Opening Balance 1.4.21: £1,781.33

Expenditure (ex-VAT): £0.00

Closing balance as at 3.5.21: £1,781.33

#### **INCOME FOLLOWING CESSATION OF PLUMSTED 2000 FUND**

Opening Balance 1.4.21: £2,814.78

Expenditure (ex-VAT)

6.4.21	£500.00	FD	Restoration of village sign ~ labour
6.4.21	£55.50	FD	Restoration of village sign ~ painting metal frame

Closing balance as at 3.5.21: £2,259.28

*Carolyn Price (Clerk): 3.5.21*

