**RYBURGH PARISH COUNCIL**

**ANNUAL PARISH COUNCIL MEETING**

 **MINUTES**

Minutes are in draft until approved at a subsequent meeting

**3rd May 2022**

**Parish Clerk and RFO: Patsy Adams**

Present: Cllr Elizabeth Savory (Chairman), Cllrs: N Dandy (Vice Chairman), I Wilson,

 H Plattin J Savory, J Savory

 In attendance, P Adams (Clerk.)

The meeting began at 7.20 pm

1. **APPOINTMENT OF CHAIRMAN.** Cllr Plattin nominated Cllr Savory, seconded by Cllr Dandy Vote: Unanimous.
2. **CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE.** Cllr Savory confirmed her acceptance of Office and the declaration was signed accordingly
3. **Appointment of the Vice-Chairman.**  Cllr Savory (Chairman) nominated Cllr Dandy, seconded by Cllr H Plattin. Vote: Unanimous.
4. **THE VICE CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE** Cllr Dandy confirmed his acceptance of Office and signed the declaration accordingly
5. **APOLOGIES FOR ABSENCE.** Cllr K Wilson, Cllr J Binstead, County Councillor S Aquerone, District Councillor V Fitzpatrick.
6. **DECLARATIONS OF INTEREST –** Cllr E Savory (Chairman) and Cllr J Savory declared an interest in 19b, second paragraph.
7. **MINUTES** – Amendment proposed by the Chairman to Section 6, paragraph 2 **- remove** *The Chairman* *outlined her vision for the scheme* **- to** *Cllr I Wilson outlined his vision for the scheme.* After consideration Members agreed the proposed amendment and the minutes were altered accordingly.
8. **OPEN SESSION FOR MEMBERS OF THE PUBLIC** None present
9. **POLICE REPORT**. Not received.
10. **COUNTY COUNCILLOR REPORT** Received and circulated prior to the meeting
11. **HIGHWAYS UPDATE** Cllr Dandy (Vice-Charman) updated members about Highways work on the road to Pudding Norton and Gately. Cllr J Savory informed the meeting that the potholes in Highfields Lane have been filled. Cllr E Savory (Chairman) informed the meeting that she has contacted A Howes to ask if he might be able to carry out the road surface scrapping at Little Ryburgh.
12. **TO RECEIVE AN UPDATE FROM CLLR DANDY REGARDING THE REFUSE BIN SAFETY SIGNAGE** Cllr Dandy informed the meeting that Willowtree Signs are printing the signage and members agreed that the Clerk can pay the invoice upon receipt.
13. **DISTRICT COUNCILLOR REPORT****.** Received and circulated prior to the meeting.
14. **VILLAGE HALL –** Cllr O’Leary informed the members that the Village Hall renovations works are proceeding. The Playing Field has had some problems with the mowing contract. Village Hall meetings are well attended and members are enthusiastic about the future. Cllr O’Leary informed the meeting that her role is primary to assist with governance and budget issues.
15. **LITTLE RYBURGH** – Cllr K Wilson was not present. Members however, did voice concern that the Little Ryburgh Charity has not submitted a report. The Clerk was asked to contact the Trustees to ask for a report and check that the land registry entry has been amended.
16. **THE GLEBE LAND** – Cllr Savory (Chairman) informed the meeting that the Glebe Land Trust intend to continue as an agricultural tenancy. Members voiced concerns that the flooding issues may therefore, continue. It was agreed that the matter requires further investigations. To be discussed at the next meeting.
17. **THE TAXI** SCHEME Cllr Savory (Chairman) said that there was nothing further to report. The Clerk was asked to contact Mr Purdy to see if further funds are required
18. **RIVER WENSUM POLLUTION –** Cllr John Savory informed the meeting that he is a member of the Upper Wensum Cluster Farm Group whose objectives are: *to improve water quality and enhance biodiversity within the River****Wensum****catchment in Norfolk. The group have carried out extensive water testing and have concluded that the majority of contamination is caused by Sewage, Industry and Highways*. After discussion it was agreed that Cllr J Savory will ask the Group co-ordinator to contact the Clerk to provide further information. Further details of the cluster group can be found here [Upper Wensum Cluster Farm Group (wensumfarmers.co.uk)](https://www.wensumfarmers.co.uk/)
19. **PLANNING: To receive an update and to consider any new planning applications:**
	* 1. **To receive an update on the Planning Enforcement Hearing 26th April 2022.** The Clerk informed the meeting that she had attended, as requested, and that a decision can be expected within the next three months.
		2. **Crisp Maltings - Revised Planning Application.** Following the revisions recently published to the Crisp Maltings applications The Members agreed to hold a planning meeting on Thursday 19th May to discuss the amendments proposed.
20. **FINANCE and GOVERNANCE**

The Clerk confirmed the audit process for 2022.

1. **To consider items that have arisen since the publication of the agenDA**

 Cllr Plattin reminded the meeting that the payment for the Annul routine maintenance of the Memorial is use. The Clerk will forward payment by cheque as soon as possible.

1. **DATE OF THE NEXT MEETING 5th July 2022 at 7.30pm**
2. **TO CLOSE THE MEETING.** There being no further business the Chairman closed the meeting at 9.00pm