**RYBURGH PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**MINUTES**

**THE MEMORIAL HALL ANNEXE**

**4th OCTOBER 2022**

**Minutes are draft until approved at a subsequent meeting**

Present: E Savory (Chairman), N Dandy (Vice Chairman) Cllrs: I Wilson, J Binstead, J Savory, H Plattin. In attendance: P Adams (Clerk), County Cllr Aquerone. One member of the public.

The meeting began at 7.30

1. **APOLOGIES FOR ABSENCE** Cllr K Wilson. District Cllr Fitzpatrick
2. **DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA.** None.
3. **PUBLIC PARTICIPATION and POLICE REPORTS.** A member of the public asked why the agenda and minutes are no longer available on the internet. The Clerk explained that there has been problem with the website, but as far as she was aware, this has been resolved. It was agreed that further investigation is required.
4. **District and County Councillor Reports.** Reports were received from Cllr Aquerone and Cllr Fitzpatrick. (The reports are available on the Parish Council website).
5. **To approve the minutes of the meeting held on 5th july 2022.** Approved and signed accordingly.
6. **TO RECEIVE AN UPDATE ON HIGHWAYS ISSUES FROM cllr DANDY (Vice Chairman) and to discuss action following the recent anglian water leakage issues and subsequent road closures.** Cllr Dandy reported that the water leak to the west of Highfield Lane continues, otherwise, road issues are largely, resolved. Cllr Dandy will continue to monitor and report problems as they occur.
7. **finance and governance**
8. **To receive the first quarter bank reconciliation** Considered and approved.
9. **To receive the first quarter budget monitor.** Considered and approved
10. **To receive a update on the bank account transfer.** Due to a delay in Barclays processes, the initial scheduled transfer could not proceed. The Clerk will begin the process again when there is time.
11. **To consider the option to opt out of the SAAA central external auditor.** On a proposal from Cllr Binstead, members agreed to remain with the officially appointed External Auditor.
12. **To consider a request from saint andrews church for a charitable donation of £424.60 to contrubute to the purchase of a memorial platinum jubilee plaque.** After discussion, it was agreed by a majority vote to donate £424.60 to the Church for the purchase of a Jubilee Plaque.
13. **The Village Taxi Scheme - Cllr Savory (Chairman)** To be considered at the next meeting.
14. **Asset Management –** Cllr Dandy Informed the members that the approved schedule of maintenance work has now been completed and the annual inspection will take place **in October.** Cllr Dandy asked members if they wished the annual inspections to continue and it was agreed that they did want the inspections to continue. A Member of the public asked Cllr Dandy if he had removed the old apple tree when the bench was renovated. Cllr Dandy, said that the tree had been removed so that works could take place. There followed a discussion about the bench and whether it should be moved to Highfield Close. This will be considered at the next meeting. The Wildlife Group are considering a tree planting scheme. Cllr Ian Wilson agreed to ask them to include fruit trees.
15. **LITTLE RYBURGH** – Cllr K Wilson was not present.
16. **THE VILLAGE HALL –** Cllr O’Leary informed the meeting that the Village Hall Committee has asked her to undertake a full governance review. The Members received an update on the recent vandalism incident at the Playing Field and the leaking roof at the village hall. Cllr O’Leary asked the Clerk if she had possession of the original Trust documents and if so, would she make electronic copies available for the Committee. The Clerk confirmed that she has been approached by a Trustee to look at the recently found documents and that, as far as she understood, the documents were going to be electronically scanned at some point. The Clerk went on to say that the work she has undertaken with the Trustee is entirely separate to her work as Clerk.
17. **AN UPDATE FROM THE TREE CHAMPION -** Cllr I Wilson informed the meeting that the Tree Council (UK) is considering a new Warden Scheme and a register for veteran trees. Cllr Wilson will update the meeting as new information becomes available.
18. **REMEMBRANCE DAY AND THE POPPY WREATH – Cllr H Plattin** ran through the arrangements for Remembrance Sunday and asked members to approve the payment of £50 for two wreaths. Members approved the payment, to be made either at the next meeting or, as requested by Cllr Plattin to the Clerk. After the Memorial service there will be a dedication of the plaque.
19. **PLANNING – To consider applications and decisions received:**

**Pf/22/2268 First Floor Extension BIRkBURGH. 7 STATION RD.** No objection

**PF/22/2227 DEMOLITION OF EXISTING OUTBUILDING AND REPLACEMENT 122 FAKENHAM ROAD**. No objection

1. **To consider items that have arisen since the publication of the agenda.** Members asked that it be minuted that the meeting scheduled for September was cancelled due to the National Period of Public Mourning. Cllr Plattin asked that the minutes of the Planning Meeting held in May be considered at the next meeting.
2. **DATE OF THE NEXT MEETING 15th NOVEMBER**
3. **TO CLOSE THE MEETING.** There being no further business the Chairman closed the meeting at 9.16pm.