

Shouldham Parish Council

DRAFT Minutes of the Ordinary Meeting of the above-named Parish Council held on Monday 21 May 2018 at Shouldham Village Hall

Present

Parish Councillors:

Adele Berryman, Angela Caley (Chairman), Geoff Hipperson, Paul Gascoyne, Keith Matthews and Nigel Walsh.

Parish Clerk – Helen Carrier

12/18 Election of Chairman for the coming year

Cllr Hipperson invited nominations for the office of Chairman. Cllr Caley was nominated by Cllr Walsh and seconded by Cllr Berryman. With no further nominations, all agreed to elect Cllr Caley to serve as Chairman for the coming twelve months. Cllr Caley will sign the Declaration of Acceptance of Office prior to the next meeting. Cllr Caley thanked Cllr Hipperson for many years work as Chairman.

13/18 Election of Vice-Chairman for the coming year

The Chairman invited nominations for the office of Vice-Chairman. Cllr Walsh was nominated by Cllr Gascoyne and seconded by Cllr Hipperson. With no further nominations, all agreed to elect Cllr Walsh to serve as Vice-Chairman for the coming twelve months.

14/18 Apologies for Absence

Apologies were received and accepted from Cllr Carter and Cllr Nickerson.

15/18 Declaration of interest on agenda items

There were no declarations of interest.

16/18 Approval of the minutes of the Annual Parish Meeting and minutes of an Ordinary meeting held on 23 April 2018.

Having been previously circulated, it was proposed and accepted that the minutes be agreed.

17/18 Report on progress on items not on the agenda

The Clerk reported she had left a couple of messages for the cleaner to clean the pavilion toilets. Cllr Matthews will source a new cleaner and report to the next meeting. The Clerk reported the WWI grant application had been submitted but a copy of the Annual Accounts 2016-17 was needed. Cllr Matthews will forward an electronic copy to the clerk. The Clerk reported that all pot holes had been reported.

18/18 Correspondence

All correspondence received had been forwarded to councillors.

19/18 Finances

- To approve monthly payments as listed below:

Name	Description	Price	VAT	Total
Utility Warehouse	Electricity – May 2018	53.51	2.98	56.49
WAVE	Water Charges The Pavilion	136.15	0	136.15
CGM	Grass cutting contract	186.46	37.30	223.76
Helen Carrier	Clerks Salary & Expenses	266.68	-	266.68
Village Hall	Rent	49.50	0	49.50
TOTAL				732.58

20/18 Planning Applications.

None received.

21/18 Any additional reports and items for inclusion on the next Agenda

- Pavilion Toilets
- Playing Field Tree
- Playing Field Inspection.
- Spring on the door of the ladies toilet broken, Cllr Hipperson to ask local handyman to fix.
- GDPR
- Electivity Point on The Green

Confirm date of the Annual Parish Meeting Council on Monday 18 June 2018 at 7.30pm in Shouldham Village Hall.

Resolve to exclude **public and press** in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted concerning staffing.

- Resolved to appoint Zoe Bevan as the Parish Clerk from 24 May 2018. Cllr Hipperson thanked the previous clerk, Helen Carrier, for her work and diligence over the last two years.

Meeting closed at 8.15pm.

Chairman.....

Date.....

Helen Carrier, Parish Clerk, 1 Whin Common Road, Denver, Norfolk PE38 0DX

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