

Minutes of the ANNUAL PARISH meeting held Wednesday, 12th April 2017 at 7.15pm in the Village Hall, Marham

Present:	Chairman	Cllr T Hawkins
	Vice Chairman	Cllr P Walsingham
	Councillors	Cllr I Barrett
		Cllr G Bucke
		Cllr J Dowsing
		Cllr T Harrison
		Cllr C Heather
		Cllr J Hipperson
		Cllr D Paisley
	RAF Representative	Flt Lt G Walker
	Parish Clerk	Mrs S Porter
	Member(s) of Public	2

AP1/17 Chairman's Welcome

The Chairman, Cllr T Hawkins, welcomed the members of public to the meeting.

AP2/17 Apologies for absence

Apologies for absence had been received from Cllr J Clarke (holiday), Cllr D Hawkins (work commitment) and Borough Cllr M Howland (prior meeting).

The apologies were accepted.

AP3/17 Approval of the minutes of the Annual Parish meeting

Proposed – Vice Chairman, Cllr Walsingham

Seconded – Cllr Heather

That the minutes of the Annual Parish meeting held on Wednesday, 27th April 2016 (Items AP1/16-AP7/16) are approved and signed as a true and accurate record.

All in favour

The Chairman, Cllr T Hawkins, duly signed and dated the minutes of the meeting.

AP4/17 Chairman's Annual Report

The Chairman, Cllr T Hawkins, read her 2016/2017 report as follows:

“It has been another busy year with a number of projects completed or initiated during the past twelve months. Cllr Harrison is still chasing the relevant people to complete the Trod paths.

“The strip of land at the side of the Village Hall has been cleared and we are waiting for the plans to be drawn up to enable us to move on with the sale of some of the land at the back of the Village Hall.

“With Flt Lt Gary Walker regularly in attendance at the Parish Council Meetings he has improved links and the working relationship with RAF Marham. Gary has been keeping the Parish Council up to date with the progress of the changes and improvements taking place at RAF Marham.

“Sara is now well into her second year with us, I am sure you will all agree she is a great asset to the council. I would like to thank Sara for all her hard work and dedication to the Council.

“The Fund raising group have worked really hard to put together 3 events over the last year and are still continuing to work hard on the forthcoming Fun Day and another Christmas event. Profits from the 90th celebration & the Christmas Fete have enabled us to purchase a Defibrillator. We are now raising funds for a disabled ramp at the front of the Village Hall and have so far raised £347.50 towards the cost of this. I would like to thank everyone involved for their hard work and dedication.

“The Parish Council has supported Cllr Paisley and his small team of volunteer Community Speed Watch members during what has been a challenging year for them. They have provided a much needed service.

“Cllr Walsingham and Cllr Heather have been overseeing Sam 2, ensuring the camera is moved frequently and providing everyone with the results each month.

“Cllrs D Hawkins and Cllr Paisley continue to oversee the Cemetery, ensuring that all regulations are adhered to and communicating with Undertakers where necessary.

“Cllr Harrison oversees Grounds Maintenance.

“Cllr Barrett oversees the Allotments ensuring that all runs smoothly.

“Cllr D Hawkins maintains the Website which now presents a wealth of information for residents and visitors alike.

“Cllr Heather deals with Internal Accounting Controls to ensure financial records are accurate and up to date.

“Cllr Clarke has taken over the P&S; anyone wishing to add to the P&S please contact Cllr Clarke.

“I would like to also thank Cllr Bucke who has been working hard to try and resolve the Church wall issues.

“We all give our time to the Parish, a role which is entirely voluntary level of experience and dedication; I would like to thank you all for your continued commitment to making Marham a better place to live, work and play.

“This past few years has seen some parishioners take a vested interest in their village. A handful have remained regular attendees and have added value to the meetings, challenging the Parish and Borough Councillors to address issues close to their heart. I hope to see this continue and grow to ensure that we as a council remain focused on the priorities of the residents.”

AP5/17 Clerk's Finance Report 2016/2017

The Finance Report 2016/2017 had been circulated to Councillors and members of the public. The Clerk briefly ran through the report.

Marham 2015/2017 Year-End Accounts

2015/ 2016 £	Receipts	2016/ 2017 £	2015/ 2016 £	Payments	2016/ 2017 £
39,000	Precept	40,500	9,448	Staff Salaries / HMRC / Expenses	10,802
600	Support Grant	540	289	Chairman Allowance / Councillor Expenses	285
1,000	Grants & Donations	200	562	Stationery / Hospitality	184
1,644	Insurance (claims)	0	402	Subscriptions	533
0	Proposed & Seconded Newsletter (advertising)	200	270	Proposed & Seconded Newsletter (printing)	244

0	Village Events	724	668	Legal / Professional Fees	525
2,100	Village Hall (lettings)	1,836	3,106	Insurance (includes claims)	2,469
815	Allotments (rents, water)	371	530	Training	188
1,880	Cemetery / Churchyard	1,574	0	Parish Partnership	11,229
1,686	Pavilion & Greens (Bowls Club / Football Club leases, rents)	3,144	0	Village Events	2,201
780	RAF (dog waste collection)	805	40	S137 Grants & Donations / Other (gift payments)	0
30	Open Spaces	0	4,152	Village Hall (materials, water, electric, inspections, waste, maintenance)	3,406
0	Defibrillator	923	487	Allotments (maintenance, water, insurance)	140
63	Bank Interest	31	6,964	Church/Cemetery (water, maintenance, refuse, stationery)	746
100	Elections	0	958	Pavilion (maintenance, electric)	738
6,060	VAT	4,409	5,946	Playing Field (maintenance, water, inspections, equipment)	2,645
			7,892	Open Spaces (grounds & tree maintenance, dog waste collection)	9,558
			464	Street Lighting (power, maintenance)	523
55,758	TOTAL RECEIPTS	55,257	42,178	TOTAL PAYMENTS	46,416

AP6/17 Annual Reports from Representatives to Outside Bodies

No written or verbal reports had been received from local groups, clubs or organisations.

AP7/17 Questions from the Floor

There were no questions raised by members of the public.

The Chairman thanked everyone for attending and closed the meeting at 7.25pm.