

**Minutes of the Annual General Meeting of Hillington Parish Council held on Wednesday 31st May 2017
7.48pm in the Ffolkes Arms, Hillington.**

Present: Chairman Jane Hill; Cllrs: Jonathan Worsley; Terry Kivlin; Mary Kenny; The Clerk and 6 members of the public.

1. To receive & consider nominations for:-

1.1 **CHAIRMAN:** Cllr. Kenny proposed that Cllr. Hill should be elected as Chairman, the proposal was seconded by Cllr. Worsley, there being no further nominations a vote was held on the proposal and the vote was carried unanimously. **Cllr. J. Hill was duly elected Chairman of the Parish Council and signed her Declaration of Acceptance of Office.**

2. Election of Vice-Chairman: Cllr. Hill proposed that Cllr. Worsley should be elected as Vice-Chairman, the proposal was seconded by Cllr. Kivlin, there being no further nominations a vote was held on the proposal and the vote was carried unanimously. **Cllr. J. Worsley was duly elected Vice-Chairman of the Parish Council and signed his Declaration of Acceptance of Office.**

The Meeting closed at 7.55pm

Dated

Chairman

Minutes of the Meeting of Hillington Parish Council held on Wednesday 31st May 2017, 7.56 pm in the Ffolkes Arms, Hillington.

Present: Chairman Jane Hill; Cllrs: Jonathan Worsley; Terry Kivlin; Mary Kenny; Also present The Clerk and 6 members of the public.

1. Apologies for absence and approval of reasons for absence. Cllr. Ben Wallace & Cllr. Tim Tilbrook

2. Declarations of Interest
There were no declarations of interest.

3. Crime Report: Police Connect Report 26th May 2017 Reports of a male trying to sell diesel in Hillington from a Silver Ford transit.

4. Confirmation of the Minutes:
Resolved that the minutes of the Meeting of the Council held on 28th March 2017 be signed as a true and accurate record of the meeting.

5. Matters arising from the minutes: An update was requested regarding the progress of plans for mains drainage. The Clerk said that she would contact Anglian Water for a revised timetable.

6. Planning Applications/Determinations:
The following Determinations were noted:
17/00035/F 12 Wheatfields – Application permitted 11/5/17
17/00478/LB Ffolkes Arms – Application permitted 8/5/17
16/02105/F Ffolkes Arms – Application permitted 12/5/17

Date.....Signed.....

Minutes approved and signed as a true and accurate record of the meeting

17/00431/F Old Rectory, Station Road – Application permitted 12/5/17
17/00362/F Hydrotherapy pool building at Peddars Lodge, Peddars Way - Application permitted 12/5/17.

7. To consider Highways/Public Right of Way issues:

- 7.1** Footway from Hillington which runs alongside the wall of Hillington Hall to the Flitcham. Rangers contacted 29/3/17 with further request to clear the footway. NCC confirmed that The Rangers did not complete the work and due to re-structure a new schedule for visits from The Rangers is not in place. They will keep us updated.
- 7.2** Bridleway No. 5 (Grimston Road to Eastgate Drove). Starts from the Grimston Road immediately to the south of St. Mary's Church and runs eastwards then south eastwards passing Church Farm. The path then bears eastwards again to enter Eastgate Drove and is approximately 650 metres long. Report of 'private' sign on Bridleway. Cllr Kivlin inspected the Bridleway and reported that there are clear Bridleway signs at both St. Mary's Church end and Eastgate Drove end of the bridleway. At Eastgate Drove end the farm have put up gates, with a separate pedestrian entrance, and a sign stating that the road is private with no vehicular access. The road is private and the public right of way as a bridleway does not extend to vehicles. The Farmyard just off the path has a sign marking Hargreaves Plant Staff Car Park which has beneath it a small sign saying Private no public access. This is visible to walkers going Eastwards but appears to be clearly linked to the car park. **Resolved to take no further actions as the signs relate to private property and not the bridleway.**

- 8. Refurbishment of Village Sign: Resolved that funds were now in place to carry out the refurbishment of the village sign. Agreed that Cllr. Worsley and Cllr. Kilvin would oversee this work.**

9. Public Forum

The meeting will be adjourned to allow a period, not exceeding 15 minutes, for public participation.

- a)** It was asked if there is an update with regard to the speed awareness scheme. The Clerk said that she would request an update and report back to the next meeting.
- b)** It was suggested that the Quiz night should be combined with the Christmas Party, Graham said that he would be happy to organize the quiz. Cllr. Worsley agreed to check available dates in December for the event with the Ffolkes Arms.

Resolved to re-convene the meeting.

10. To review and approve the following documents: (Circulated to Councillors)

- 10.1** Asset Register & Financial Risk Assessment. **Resolved to adopt the Asset Register & Financial Risk Assessment as laid before the Council.**
- 10.2** Financial Regulations. **Resolved to adopt the Financial Regulations as laid before the Council.**
- 10.3** Standing Orders. **Resolved to adopt the Standing Orders as laid before the Council.**
- 10.4** Code of Conduct. **Resolved to adopt the Code of Conduct as laid before the Council.**
- 10.5** Register of Interests. **The Councillors had reviewed their Register of interests and there were no amendments.**
- 10.6** Risk Assessment Bulb Planting. **Resolved to adopt the Risk Assessment Bulb Planting as laid before the Council.**
- 10.7** Risk Assessment Site Visit. **Resolved to adopt the Risk Assessment Site Visit as laid before the Council.**

- 11. Insurance Policy due for renewal on 01.06.17 (Details circulated to Councillors). Resolved to proceed with the renewal.**

12. Finance:

- 12.1** To consider the Accounts 01.04.16 – 31.03.17 for approval (Circulated to Councillors). **Resolved to**

Date.....Signed.....

Minutes approved and signed as a true and accurate record of the meeting

approve the Accounts as laid before the Council.

12.2 To complete and approve the Annual Return for the year ending 31.03.17. **Resolved to complete the Annual Return.**

12.3 To confirm the Internal Auditor for the year 2017/18. **Resolved to confirm that Bill Tawn will act as the Internal Auditor.**

12.4 Resolved to approve the following payments and note the receipts:

Payments:	
NorfolkALC Annual Subscription	£107.69
Information Commissioner - Data Protection – Annual Subscription	£35.00
Came & Company – Insurance Policy Renewal	£288.46
Receipts:	
10.04.16 - BCKLWN Precept & Grant 2017/18	£4789.00

13. Correspondence: Resolved to note the following correspondence:

- a)** Mr. Dawnay – email received 29/3/17 reference the Hillington Estate Wall. Mr. Dawnay accepts the concerns and is intending to review the situation after the sewage works have been completed in and around Hillington as undoubtedly this will have a further effect on the wall.
- b)** Post Office Ltd 16th May 17.
- c)** Anglian Water Private Pumping Stations Campaign.

Meeting closed 8.20pm

DRAFT

Date.....Signed.....

Minutes approved and signed as a true and accurate record of the meeting