**MINUTES OF ANNUAL MEETING OF BACONSTHORPE PARISH COUNCIL**

**Held on Monday 19th May 2025 at 7.30pm in the Village Hall**

Present: Cllr. J. Cooper, Cllr. R. Youngs (Vice Chairman), Cllr. T. Benton-Worboys and Cllr. I. Christophers

In attendance: Clerk Mrs. S. Hayden

District Cllr. C. Ringer

The Chairman opened the meeting at 7.45pm following the Annual Parish Meeting

1. To elect the Chairman followed by signing of the Acceptance of Office

Proposed and resolved to elect Cllr. Cooper as Chairman. Cllr. Cooper signed the Acceptance of Office, witnessed by the Clerk.

2. To elect the Vice-Chairman

Proposed and resolved to elect Cllr. R. Youngs as Vice-Chairman

3. To co-opt parish councillors followed by signing of Acceptance of Office

No candidates

4. To receive apologies for absence

None received

5. Declarations of Interest and dispensations of disclosable pecuniary interests

None

6. To approve the minutes of the meeting held on 17th March 2025 and matters arising

Resolved to approve the March minutes, which were then signed by the Chairman. No matters arising.

7. Public questions, comments or representations

No public present

8. To receive any reports from District and County Councillors

Steffan Aquarone, MP had sent a report, which had been circulated and is annexed to these minutes.

District Cllr. Ringer confirmed he would send a report. He explained that the main item of his report was the reorganisation of local government. NNDC had agreed to object to this, but had submitted that they preferred the option of three tiers in Norfolk. Even if it was agreed there would be one unitary council, we would still have a Mayoral authority for Norfolk and Suffolk, a unitary authority and town and parish councils. The submission was proving to be a disruptive exercise for the Council. The Government have no policies for tourism or coastal erosion, which were matters of great importance to NNDC and NCC had £900m of debt which would have to be dealt with. It was likely there would be a rise in Council Tax as it would have to be homogenised. On other matters, he confirmed Holt new toilets would be opening on the following Saturday. NNDC were continuing with plans to deal with food collections in 2026. The Local Plan should be finalised shortly. NNDC had been awarded the highest number of Blue Flag beaches they had ever had. The West Beckham exception housing development was nearing completion and he hoped to be able to invite parish councillors to visit shortly. He was dealing with ongoing complaints and correspondence about a local camping/caravan site. There would be a link in his report to the Rural Services Network which listed grants available and he was happy to write a letter in support for any applications. NNDC were currently running a Public Space Protection Order consultation. There would be events organised to update parish and town councils on the re-organisation of local government.

The Chairman agreed to deal with planning was dealt with at this point

10. Planning

10.1 To agree any observations on any applications received after the date of this Agenda

None

10.2 Update on applications:

*PF/25/0676 Change of Use of land and erection of 3 bay cart lodge – Pitt Farm House, The Street* – The Parish Council had submitted no objection to this application. Pending decision by NNDC

*RV/25/0227 Variation to allow amendments to fenestration on Plots 1 and 2 and scale of Plot 3 - Pitt Farm House, The Street, Baconsthorpe* – Pending decision by NNDC

*PF/25/0549 Insertion of 6 conservation style rooflights – Strawberry Barn, The Street, Baconsthorpe* – Approved subject to reduction of 4 no. to 2 rooflights on the front of the property

*PF/25/0714 Single storey flat roof and mono pitched roof side extension, conservation roof light to utility – Strawberry Barn, The Street, Baconsthorpe* Discussed following receipt of the Conservation and Design Officer’s report. Agreed to submit “no objection” to NNDC.

*NP/25/0886 Prior notification of proposed erection of a building for agricultural use – grain storage building and for storage of fertiliser –* NNDC confirmed “no prior approval needed”

District Councillor C. Ringer made his apologies and left the meeting

9. Finance

9.1 To approve List of Payments

The previously circulated List of Payments was updated with the new insurance premium of £401, which was higher than the initial agreed premium due to the increase in precept. The List was approved and then signed by the Chairman and Clerk

9.2 To receive budget against actuals, balance sheet and on bank reconciliation to 31.3.25

The budget, balance sheet and bank reconciliation were received with no comments.

9.3 To consider and approve the Annual Governance and Accountability Return as follows:

To receive the Annual Internal Audit Report 2024-25 – Cllr. Christophers noted that objective I had not been completed and Cllr. Benton-Worboys confirmed he had checked bank reconciliations throughout the year.

To approve section 1 Annual Governance Statement – the Clerk read out each assertion and the Council resolved to approve section 1, which was then signed by the Chairman and Clerk/RFO

To approve section 2 Accounting Statements – Resolved to approve section 2, which was signed by the Chairman, having previously been signed by the Clerk/RFO

To complete the Certificate of Exemption – Resolved to approve the Certificate of Exemption, which was then signed by the Chairman and Clerk/RFO

9.4 To review all policies and risk assessments for Baconsthorpe Parish Council

The Clerk had reviewed the Council Risk Assessment and would put it on the Agenda for approval at the next meeting. There were no other changes.

11. Correspondence

NALC – Gov.uk email address requirements – this would be on the next meeting Agenda

NNDC – Street trading -consultation

NCC – Future local government in Norfolk consultation

12. Matters for information only or next Agenda

Next Agenda: Council risk assessment

Gov.uk email addresses

13. To set dates for meeting for the following year

Agreed to keep to the third Monday of the month bi-monthly from January

There being no further business the meeting closed at 8.50pm

The approved cheques were signed.

The next meeting will be on 21st July 2025