

**OULTON PARISH COUNCIL ANNUAL MEETING**  
**16 MAY 2017 DRAFT MINUTES**

At the Annual Meeting of the Oulton Parish Council held at the Old Congregational Chapel, Oulton on Tuesday 16<sup>th</sup> May 2017, the following members were present:

Ms S Harrison; Mr P Killingback; Mrs S Mather; Mr A Nash;  
Ms A Shaw; Mr G Peck ; Mr A Windross

In Attendance: Mr L Mills

**017/001 APPOINTMENT OF CHAIRMAN FOR 2017/2018**

It was **AGREED** that Mr P Killingback be elected as Chairman for the ensuing year

**017/002 DECLARATION OF ACCEPTANCE OF OFFICE**

Mr Killingback signed the Declaration of Acceptance of Office, witnessed by the Clerk

**017/003 APPOINTMENT OF CLERK OF THE COUNCIL**

It was **AGREED** to appoint Mr L Mills as Clerk and Responsible Financial Officer of the Council

**017/004 APPOINTMENT OF VICE-CHAIRMAN FOR 2017/2018**

It was **AGREED** that Mr G Peck be elected as Vice-Chairman for the ensuing year

**017/005 DECLARATION OF ACCEPTANCE OF OFFICE**

Mr Peck signed the Declaration of Acceptance of Office, witnessed by the Clerk

**017/006 APOLOGIES FOR ABSENCE**

Mr D Harrison (County Councillor)

**017/007 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

None

**017/008 MINUTES**

The Minutes of the meeting of the Council held on 4 April 2017 having been circulated to all members were discussed and **APPROVED**. They were then signed by the Chairman as an accurate record

**017/009 MATTERS ARISING**

- (i) Broadband provision: The church is waiting for broadband to be installed at Heydon
- (ii) It was confirmed that RoSPA will make its annual safety inspection in June

**017/010 FINANCE**

- (i) Internal Auditor: It was **AGREED** to appoint Ms R Calvert as Internal Auditor for 2017
- (ii) Accounts for payment: It was **AGREED** that payments totalling £411.54 be approved and the necessary cheques signed by two authorised members.  
Zurich Municipal, insurance 2017-18, £265.22  
Norse eastern Ltd, Grounds maintenance, £146.32
- (iii) Cheque signatory: it was **AGREED** that Mrs Rogers be removed from the list of signatories and Mrs S Mather be added.
- (iv) Receipts: a cheque to the value of £516.62 had been received from the Rural Community Association at Blickling. This is to be earmarked for playground equipment.
- (v) Box Day: **AGREED** that Chairman and \Clerk to liaise and report to next meeting re future management

**017/011 PLANNING**

None

**017/012 PARISH PARTNERSHIP SCHEME**

The Chairman updated the meeting regarding recent meeting with the Highway Engineer.

Ms Shaw reported on Blickling Road. It was **AGREED** to defer this matter until further information from the National Trust and NCC Highways Dept is available

**017/013 ITEMS FOR INFORMATION and ITEMS FOR FUTURE AGENDA**

Items for future agenda: Braoadband provision; Parish Partnership Scheme

**017/014 SCHEDULE OF MEETINGS**

It was **AGREED** that a meeting of the full council should be held on the following dates:

2017

27 June; 8 August; 19 September; 31 October; 12 December

2018

23 January; 6 March; 17 April; 29 May (Annual Meeting of the Parish Council)

There being no further business the Chairman thanked everyone for attending and declared the meeting closed at 7.40pm