



Holkham Parish Council

Parish Clerk: Keith Leesmith
31 Dogger Lane
Wells-next-the-Sea
Norfolk NR23 1BE

01328 710261 keith@leesmith.co.uk

2017/06

Minutes of Annual Parish Council Meeting held at the Estate Office Tuesday 9 May 2017 at 1916

Present Jane Berwick, Elisa Bray, Harvey Gunhouse, John Hall, Derek Jarvis, and Emma Sargent
Keith Leesmith (Clerk) Marie (& Mike) Strong (NCC)

1) Election of Chairman

Resolved – Derek Jarvis. Declaration of Acceptance of Office completed.

2) To agree the dates of meetings for the coming year

Agreed as follows: 11.07.17 / 12.09.17 / 14.11.17 / 09.01.18 / 13.03.18 / 08.05.18

3) Apologies

Paul Bloomfield

4) Declarations of Interest

None

5) Minutes of the Meeting held 14 March 2017

Agreed and signed

6) Reports

a) Norfolk County Council

MS thanked those that had voted for her, helping her to a third term. She had been asked to lead the Liberal group on the Council but had decided against it, preferring to concentrate on her work in the Parishes. Holkham Parish had had a 43% turnout compared with 33% over the county as a whole. The Conservative party had an absolute majority again and wanted to return to a cabinet system but at present had to work with the committee system. It was likely, however, that committees would be made smaller and therefore that there would be fewer opportunities for members of minority parties to take part in the process. At present Marie did not know which committees, if any, that she would be working on. The number of “scams” is increasing and people are warned to be cautious.

c) Parish Clerk

Burnham Market Area Community Car Scheme had thanked us for the £100 donation to their funds, and invite members to their AGM on Thursday 25th May. The Local Government Boundary Commission has now reported on the proposed reorganisation of wards for North Norfolk District Council. From the next election in two years time there will only be one Councillor for Priory Ward but Wells and Holkham will split away from Priory and have a Councillor between them.

7) To discuss any Planning matters to hand.

There were no planning matters to discuss

8) To agree the accounts for 2016/2017

Resolved to accept the accounts as circulated beforehand.

9) To agree audit questions and arrangements for 2016/2017 accounts

The questions on the audit form could all be answered positively, and were signed off by the Chairman and Clerk. As the internal audit had been completed the papers could now go for external audit.

10) Financial Report and Accounts for Settlement

A copy of the bank statement and spreadsheet had been circulated and was approved.

The following payments were agreed:

Zurich Municipal Insurance	annual policy	268.81
Norfolk Association of Local Councils	annual subscription	91.80
Keith Leesmith	1 st quarter salary & expenses contribution	466.33
HMRC	PAYE on above	111.60
Mike Gates	internal audit 2016/2017	25.00

11) Minor Matters

The noticeboard for the bus shelter is in hand, and should be in place soon. The road closure between Golden Gates and the South Gate is now expected to take place in early June. JB asked if the Parish Council meetings could be started earlier. It was agreed that the July meeting be started an hour earlier at 1800 as an experiment.

12) To confirm date of next meeting

Tuesday 11 July 2017 – 1800 at The Estate Office.

The meeting closed at 1945