

MINUTES OF CROXTON PARISH ANNUAL PARISH COUNCIL MEETING

Held in Croxton Village Hall on Thursday 16th May 2024

1. Councillor Dauny opened the meeting as outgoing Chairman and welcomed everyone to the Annual Parish Council Meeting. He then handed over to the clerk to take over proceedings for the election of the new Chairman and Vice Chairman.

The Clerk then asked for a nomination of a new Chairman. Councillor Vick proposed and Councillor Poore seconded the motion that Councillor Dauny be elected as Chairman. This was agreed unanimously.

RESOLVED: Councillor Dauny be elected Chairman for the year ensuing.

The Clerk then asked for nominations for Vice Chairman. The Chairman proposed and Councillor Vick seconded a motion for Councillor Poore to be elected Vice Chairman. This was carried unanimously.

RESOLVED: Councillor Poore be elected Vice Chairman for the year ensuing.

The newly appointed Chairman and Vice Chairman signed the acceptances of office. The Clerk then asked if there had been any changes in the register of interests and it was confirmed that there were none.

2. Present

Paul Dauny	PD	Chairman
Andy Poore	AP	Vice Chairman
Carrie Goucher	CG	Councillor
Dave Vick	DV	Councillor
Emma Grist	EG	Councillor
Romy Dawson	RD	Clerk/RFO

Also in attendance: Councillors Kybird and Eagle.

3. Apologies had been received from Councillor Chapman-Allen.

4. **Any Declarations of Interest** There were none.

5. **Chairman's Report FYE 23/24** The Chairman read out his report which had been circulated previously and questions invited. There were none. The full report will be published on the website.

6. **Minutes of the Meeting held on 21st March 2024**. These had been circulated previously, were agreed and approved. Councillor Poore proposed and Councillor Goucher seconded the approval of minutes of the meeting which was agreed unanimously. These were then signed by the Chairman.

7. **RESOLVED:** The minutes be approved.

8. **Matters Arising**

- i. **Norfolk County Council Report** The Annual Report can be found on the website.
- ii. **Breckland District Council Report** Councillor Kybird reported the following on behalf of BDC:
 - 200,000 trees planted at Oxburgh Hal
 - Brown bin scheme reported as successful
 - Breckland is one of the top 100 councils attacking flytipping
 - Programme in place for Youth Mental Health
 - 80th Anniversary D-Day grants have now been made available
 - Ancient House has received £196,000 lottery bid which will fund 2 years of events/displays coinciding with the 100th anniversary of the dath of Prince Fred Duleep Sing.
 - Visits can be funded now for Year 2 trips to Norwich Castle
 - Flint Festival taking place in June at Grimes Graves

A full report for 23/24 can be found via this link: [Annual Achievements Report 2023/24 - Breckland Council](#).

- iii. **GTP** No further updates. Meeting to be held the following week.
- iv. **Playing Fields/Annual Inspection** Annual Inspection to take place in June, exact date to be confirmed with short notice, otherwise a charge will be incurred.
- v. **Review of Dogs to play area** An discussion was held about whether or not to allow dogs onto the site. After extensive discussion it was decided to not allow dogs onto the site as a matter of course and to improve signage. Dogs on leads might be allowed to some Village Hall events on a case-by-case basis; it would be an added cost to have dog bins installed, which then would need emptying on a regular basis. More prominent signs to be acquired.
- vi. **Speeding in Croxton** New bin stickers have been handed out, but currently no updates yet. The PC to updated at the next meeting.
- vii. **Trial Bus Service Croxton** The question was asked about the extended bus service into Croton. Councillor Kybird reported that due to time tabling and logistic issues, this would now not go ahead.

9. **Planning**

- a. No planning issues were discussed.
- b. **Local Plan** No further update.
- c. **JNP** It was reported that this was still a work in progress.

10. **Finance**

- a. **Financial Year End Report** The clerk distributed the copies of the signed Financial Year End Report and was read out and questions were invited. The meeting was also informed that the new Internal Auditor had approved the accounts and had completed and signed the Internal Auditor Report of the

AGAR. The clerk then requested a proposer and seconder to adopt the Annual Accounts. Councillor Dauny proposed and Councillor Goucher seconded the motion to approve the accounts and this was carried unanimously. The AGAR was then signed by the Chairman and countersigned by the Clerk.

RESOLVED: To approve the accounts.

- b. **Asset Register** The Internal Auditor and Clerk reported that the Asset Register had had to be adjusted to allow for removal of old play equipment and installation of new equipment. It was explained that while assets on the Asset do not depreciate as such it was still necessary to keep the register up to date with equipment additions or removal. An Explanation of Variances Form has been completed to accompany the AGAR to explain the increase in the value of Asset Register, predominantly due to the addition of the adult equipment.

c. **Financial Report: Statement up to 16th May 2024**

Savings Account	Balance at last meeting	£11,076.73	
Incoming	Quarterly Interest	£75.94	
	new Balance		£11,152.67
Current Account			£11,135.92
Outgoings	10/04/2024 P Dauny for litter pickers etc.	£165.95	
	10/04/2024 Clerk Remuneration Jan-Mar 24	£216.40	
	10/04/2024 Clerk Office Expenses Jan-Mar 24	£13.00	
	10/04/2024 HMRC Tax Jan-Mar 24	£54.00	
	18/04/2024 Npower invoice IN09612896	£172.89	
	30/04/2024 Clear Council Insurance	£541.03	
	22/03/2024 BDC Uncontested Election Fee	£75.00	
	22/03/2024 URM Invoice	£25.92	
	Total Expenses	£1,264.19	
		Subtotal	£9,871.73
Income	08/04/2024 Precept	£3,593.00	
	08/05/2024 NCC Recycling	£376.60	
	26/04/2024 Recycling Credit	£161.58	
	15/05/2024 HMRC	638.72	£4,769.90
		Total Current	£14,641.63
	18/01/2024	Total in both Accounts	£25,794.30

11. Correspondence

No other correspondence.

12. AOB

- a. The Village Phone box will soon be celebrating its 100th anniversary. Refurbishment and various options to put it to use were discussed briefly but to be discussed more in-depth at the next meeting.

13. Dates of next meetings There being no other business, the PC agreed the following

date for the next meeting:

18th July

Further dates will be decided at the next meeting.

The meeting closed at 20.30hrs

Minutes agreed:

P Dauny
Chairman

Date: