

Minutes of the Annual Parish Council Meeting of the Dersingham Parish Council held on Tuesday 10 May 2017 at 7.00pm in Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

**Present:** Cllr S Payne (Chair), C Hipkin (Vice Chair), Cllr K Manship, Cllr K Hathaway, Cllr K Green, Cllr J Houston, Cllr B Hopkins, Cllr D Wright, Cllr C Davey, Cllr A Hobson, Cllr B Anderson and Cllr I Broughton.

**Also Present:** Borough Councillor Judy Collingham, Borough Councillor Tony Bubb, Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant), 2 members of the public were present.

The Chair asked if anyone was intending to film/record the meeting. No acknowledgement was received.

**12248 Election of Chairman**

Votes were taken on both nominated councillors, Cllr Payne and Cllr Houston. **It was resolved that Cllr Payne was duly elected as Chair for the coming year.**

**12249 Election of Vice Chair.**

Votes were taken on both nominated Councillors, Cllr Hipkin and C Cllr Houston. **It was resolved that Cllr Hipkin was duly elected as Vice Chair for the coming year.**

**12250 To Receive and Consider Apologies for Absence**

Cllr P Edwards, Cllr T Suiter, Cllr G Billard.

**12251 To receive declaration of interest**

None declared.

**12252 To review and adopt the Standing Order for Dersingham Parish Council.**

**It was Resolved to approve and accept the Standing Order Procedure.**

**12253 To Review and adopt the Financial Regulations for Dersingham Parish Council.**

**It was Resolved to approve and accept the Financial Regulations procedure.**

**12254 Appointment of Parish Council Representatives to serve on the following Committees/Organisations**

**Village Organisations Committee.**

Sports Ground Committee – (Currently Cllr B Hopkins Chair, Cllr D Wright and Cllr C Davey) – **No Change**

Police Liaison (SNAP) – (Currently Cllr C Hathaway) – **No Change**

Dersingham Social Club – (Currently Cllr D Wright) – **No Change**

Norfolk Playing Fields Associations – (Currently Cllr D Wright) – **No Change.**

Tree Warden – (Currently Cllr B Anderson) – **No Change.**

Heacham & District Community Transport Scheme – (Currently K Hathaway) -**No Change.**

Youth Club – (Currently Cllr S Payne & Cllr D Wright) – **No Change.**

United Charities Trustees – (Currently Cllr D wright, Cllr K Hathaway, John Hunter and Sarah Harmer) – **No Change.**

**12255      Dersingham United Charities Council Representatives Councillors to agree.**

**It was resolved to continue.**

**12256      To Review the Committee terms of reference.**

**It was resolved to accept all Committee Terms of Reference.**

**12257**      Reports were read out by the Committee Chairs. Please see attached reports.

- a)      Finance, General Purposes and Administration –Cllr C Davey
- b)      Environment – Cllr B Anderson
- c)      Communication – Cllr K Hathaway
- d)      Recreation – Cllr C Davey
- e)      Village Hall - Cllr C Davey
- f)      Dersingham United Charities – Ruth Mountain (Sec)
- g)      Chairman's Report – Cllr S Payne

**12258      End of Year Accounts.**

The RFO read out the attached report. Cllr Hathaway enquired if the accounts had been seen by the Internal Auditor. The RFO confirmed a meeting was due to take place 11 May 2016 and the figures sent to Mazars.

**12259      To review The Council asset register.**

The Clerk went through amendments to be made to the asset register. Updated list will be available at the next meeting.

**12260      Date, Time and Place of next Annual Parish Meeting.**

**It was resolved the Annual Parish Meeting to take place 15 May 2017 at 7.00pm**

With no further business the Chair closed the meeting at 7.55pm