# Minutes of the meeting of Wilby Parish Council

# held at Wilby Coronation Hall on 12th September 2024 at 19.00

## Present: Cllr Steve Lee (Chair), Cllr Robin Cross (Vice-Chair) and Cllr Rebecca Regis.

## Chairman’s welcome

## Apologies and approval of absences

## (a) Councillors to receive any apologies for absence: Councillor Linders, Councillor Ball

## (b) Councillors **voted to accept apologies received**

1. **To receive Declarations of Interest**

Councillors to declare interests in subsequent agenda items as follows:

(a) Pecuniary Interests N/A

(b) Other registerable interests N/A

(c) Non-registerable interests N/A

1. **To consider requests for dispensations** N/A
2. **Councillor vacancies: To review any applications for co-option** N/A
3. **To resolve that the minutes of the meeting of the council held on 18th July 2024 are a true and correct record - Approved**
4. **County and District Councillors & Footpath and Tree Warden Reports - Received**

(a) Tree Warden – nothing to report

(b) Footpath Warden – position vacant

(c) Cllr Linders report

1. **To receive Action Log updates/progress reports for information on the following:**
   1. Highways – to be carried forward
   2. Wilby PC website – to be carried forward
   3. Banking – to be carried forward
   4. VETS Defibrillator – to be carried forward

## Public participation session (15 minutes)

## None

## Motion to resolve removal of signage at Wilby Green – Deferred until the following meeting to ensure a full cohort of Councillors.

1. **To consider planning applications**

No planning applications for consideration

1. **To discuss the procedure for moving a motion** – Received and considered by Councillors



1. **Motion to approve the Parish Council Insurance Policy**

(a) To consider ansvar (current) vs Zurich. Recommendation: Zurich for the Parish Council insurance for 2024-2025.

(b) To consider additional cyber cover.

Councillors approved to renew with Zurich

1. [**NPPF Consultation**](https://www.suffolk-alc.gov.uk/blog/salc-news-and-blogs-8/nppf-consultation-305?utm_source=NPPF&utm_medium=Email)

Councillor Cross to respond

1. **Finance**

(a) To receive Finance Report



* + 1. Bank Reconciliation
    2. Budget to Actual
    3. Receipts and Payments since last meeting: None due to chequebook being with auditor

(b) To authorise payments listed below:

### Heelis & Lodge £130 - **Approved**

SALC £41.40 - **Approved**

SALC £115.20 - **Approved**

ZURICH £241 - **Approved**

1. **Audit**

(a) To receive the report of the Internal Auditor for 2023/2024 and consider any recommendations therein



(b) To receive and review the Clerk’s Action Plan/response



**Internal Auditor Report received by Councillors and recommendations agreed in line with Clerk’s Action Plan.**

1. **Policies for review**

(a) Financial Regulations 

Deferred to next meeting to allow Councillors to review further

1. **Training**
   1. To approve Precept training for the Clerk

**Approved. Cost to be shared with the Clerk’s other Parish Council up to £120.**

1. **Items for consideration for inclusion on the next agenda**
2. **Correspondence for Information**

Councillor Peter Gould has sadly passed away. The condolences of the Parish Council have been sent.

## Items from Parish Councillors

## Clerk to email Anglian Charging to reiterate that all responsibility of the car charging stations is with the Village Hall.

## Date of next meeting

To confirm the date of the next meeting, scheduled for 14th November 2024.

Apologies received from Councillor Cross for this date. Clerk to consider alternatives.

*A. Clarke*

*Clerk to the Council*

*Approved by Cllr. Lee, Chair…………………………………….…………………………………….Date ………………..*