# Minutes of the meeting of Wilby Parish Council

# held at Wilby Coronation Hall on 22nd January 2025

# at 19.00

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

## Cllr Henry Lloyd (SCC)

## Chairman’s welcome

## Apologies and approval of absences

## (a) Councillors to receive any apologies for absence – **Apologies received from Councillor Anders**

## (b) Councillors to **vote** on acceptance of any apologies received

1. **To receive Declarations of Interest**

Councillors to declare interests in subsequent agenda items as follows:

(a) Pecuniary Interests -**None**

(b) Other registerable interests - **None**

(c) Non-registerable interests - **None**

1. **To consider requests for dispensations - None**
2. **Councillor vacancies: To review any applications for co-option** - **None**
3. **To resolve that the minutes of the meeting of the council held on 25th November 2024 are a true and correct record**  - **Approved**
4. **County and District Councillors & Footpath and Tree Warden Reports**

(a) Tree Warden – **Nothing to report**

(b) Footpath Warden – vacant

(c) Cllr Linders [Report](../../Cllr%20Reports/2024/Report%20Jan%202025.docx)

(d) Cllr Lloyd’s [Report](https://www.henryjameslloyd.com/p/january-county-report-25) – Cllr Lloyd summarised his report for Councillors including information on the Norwich to Tilbury pylon project moving above ground in some locations, and an update on devolution.

Councillors to raise any questions on submitted reports

**Councillors questioned whether a move to devolution would reduce costs. Cllr Lloyd advised this would be the case. Cllr Lloyd advised he will be holding virtual surgeries for parishioners.**

**Cllr Loyd left the meeting 19.24**

1. **To receive Action Log updates/progress reports for information on the following:**
   1. Highways
      1. Traffic survey funding – Funding approved through Cllr Lloyd.
      2. Village Gates – **Cllr Lee advised quotes are being received and discussed the potential layout of gates.** ACTION: Clerk to gain further quote from Glasdon.
      3. Road markings – **Highways have advised the road markings are not in a condition to be repainted. Highways have been asked for a quote for the Parish Council to fund. ACTION: Clerk to liaise with new Highways contact with regards to progressing works.**
      4. Baffle gates

**Design suggestions made to Wilby Primary School for discussion with their Governors.**

* 1. Website
     1. Quotes received [HERE](../../../Website/Website%20quotes.doc) – Motion to approve provider for .gov.uk website and mailbox

**Motion to confirm provider from Councillors via email in the interim between next meeting with a cost limit of not exceeding £1800 for 5 years. Proposed and seconded – approved.**

* 1. Banking - **Deferred**
  2. VETS Defibrillator
     1. Update on training – Action: **Clerk to discuss with Heartbeat Community Trust training numbers and confirm CPR is included.**
     2. Potential collaboration with Brundish – **Action: Clerk to confirm suitability of combining training with Brundish Parish Council.**
  3. Wilby Green – deferred until March. **Action:** **Councillor Ball to summarise the folder of information for discussion at next meeting, including Title Checks on Land Registry.**

## Public participation session (15 minutes)

## Councillors to receive questions or comments from the public on agenda items – **None.**

## Motion to resolve removal of signage at Wilby Green - deferred

1. **To consider planning applications**

No planning applications for consideration

1. **Finance**

(a) To approve [Budget 25/26](../../../Finance/2024-2025/Budget/25%2026%20Draft%20Budget%20SRL%20V1.1.xlsx). Proposed precept amount: £6460.36; equating to a band D increase of £0.70 or 1.53% (from £46.14 to £46.84) versus 24/25. **Proposed and seconded – Approved.**

(b) To receive [Finance Report](../../../Finance/2024-2025/Reconcilliation%202425.xlsx)

* + 1. Bank Reconciliation
    2. Budget to Actual
    3. Receipts and Payments since last meeting - **Received**

(b) To authorise payments listed below:

### Heartbeat Trust - £151.20 **approved – consider moving to direct debit**

### ICO - £40: **To discuss moving to a direct debit - approved**

(c) To receive payments listed below:

N/A

1. **Policies for review**

(a) [General Reserves Policy with amendments](../../../Policies/General%20Reserves%20Policy.docx) **– Proposed and seconded; approved**

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

None.

## Items from Parish Councillors

## Parish Council meeting dates to remain as scheduled as long as the Parish Council is quorate.

## Date of next meeting

To confirm the date of the next meeting, scheduled for 13th March 2025.

**Apologies received for 13th March from Councillor Regis.**

*A. Clarke*

*Clerk to the Council*