

WITTON & RIDLINGTON PARISH COUNCIL

Meadowcroft, 40 Cromer Road, Mundesley, Norfolk, NR11 8DB

Tel: 07900 957888. Email: wittonandridlingtonpc@outlook.com

Chairman: Mr Richard Barker

Parish Clerk: Denise Revell

Minutes of the Ordinary Parish Council meeting of Witton and Ridlington Parish Council on 18th January 2023 at 7pm at Witton and Ridlington Village Hall

Present: Richard Barker (in the Chair), Gillian Owles, Amanda Sands

Clerk: Denise Revell

Members of the Public: 1

1. **Apologies for Absence**

1.1 **To consider and agree apologies for absence**

Cllr Barringer, Cllr Byford and Cllr Simpson sent their apologies

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to accept the apologies for absence

2. **Declarations of interests and requests for dispensation**

None

3. **Minutes of previous meetings**

3.1 **To agree and sign the minutes of the Ordinary Council Meeting held on the 9th November 2022**

Cllr Owles proposed the motion, Cllr Sands seconded the motion and the minutes of the meeting held on the 9th November 2022 were agreed and signed at the meeting

4. **Chairman's Report**

Thanks were given to County Councillor Lucy Shires for her contribution towards the cost of the SAM 2 Signs

5. **Public Participation Time**

The meeting will be adjourned for a period specified in the Resolution (no longer than 15 minutes) to allow Members of the Public, to receive District and County Councillors reports and any Councillors with prejudicial interests to speak. Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting

Lucy Shires gave reports on behalf of the County Council and the District Council District - The District Council budget looks good, and there are healthy reserves.

Changes have been made to customer services allowing people to get the support they need from just one number. A Chat Bot will be trialled next month.

The Youth Council is being launched but needs more young people to join.

County - The County Council budget is being reviewed but it appears that there will have to be cuts made to meet the shortfall.

The County Deal money will be given for improvements to roads and Employment Land

6. **Matters arising from previous meetings**

To report on progress on items from previous meetings. No decisions may be taken.

6.1 Sam 2 sign being installed in January 2023. Volunteers needed

6.2 Whole Councillor training arranged for 31st January 2023

7. **Planning**

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None

8. **Policies, Documents, Communications and Training**

Events

8.1 To consider and agree the Council's Complaints Procedure

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to adopt the Complaints Procedure Policy

8.2 To consider and agree the Data Protection Policy and Privacy Statement

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to adopt the Data Protection Policy and Privacy Statement

8.3 To consider and agree the Equal Opportunities Policy

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to adopt the Equal Opportunities Policy

8.4 To consider and agree The File Retention Policy

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to adopt the File Retention Policy

8.5 To consider and agree the Effective Management of Recordings Policy

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to adopt the Effective Management of Recordings Policy

8.6 To consider and agree the Press and Media Policy

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to adopt the Press and Media Policy

8.7 To consider and agree the Financial Regulations

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed to adopt the Financial Regulations

9. **Events**

To consider and agree arrangements for the Coronation

Council deferred this item to be discussed at a later date

10. **Finance**

10.1 To consider and agree the bank reconciliation of accounts

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed the bank reconciliation of accounts

10.2 To consider and agree Payments and Receipts

Cllr Sands proposed the motion, Cllr Owles seconded the motion and the Following payments and receipts were agreed

Payments

D Revell	Salary and Expenses	£471.19
SLCC	Training	£ 75.00
Country Style	Recycling Costs	£ 27.84
Playingfield	Grass Cutting	£606.00
Westcotec	SAM 2 Sign	£4248.00
Witton Village Hall	Donation	£125.00

Receipts

Lucy Shires	Donation towards SAM 2	£1965.00
xxx	Rent	£522.00

10.3 To consider and agree the budget review

Cllr Owles proposed the motion, Cllr Sands seconded the motion and Council agreed the budget and the Precept

The Precept for the year 2023/34 will be £5000.00, which equates to 85p per month increase per band D household

11. To report any other business

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council

Council discussed inviting the First Responders to the Annual Parish Meeting once the date has been agreed

12. Correspondence

12.1 Email received regarding signage Mill Common Road

Council agreed to send the enquiry on to the District Council

12.2 Email received regarding Tree Cutting

Council agreed to contact British Telecom and the Land Owner

12.3 Correspondence regarding Councillor Vacancy

Council agreed that the Chairman would write a letter of thanks to Clive Stockton thanking him for his work on behalf of council

13. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on 15th March 2023 at 7pm at Witton and Ridlington Village Hall

Meeting Closed 20.25

Signed_____

Date_____