



**Meeting of the Parish Council
In the Pavilion
6pm, Monday 14th April 2025
MINUTES**

Present: Councillors Christine Ashdown, Jean Bragg, Paul Carver, John Davis, Brian Keller, Sandie Keller, Don Munro, Jo Turner and Val Wickard.

Also in attendance: Michaela McGoun (Clerk). 1 member of the public. 1 County / District Councillor.

1. Welcome

2. Announcement on Reporting

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

3. To receive and consider acceptance of apologies for absence

Apologies received from Cllrs. Falat, Bromley and Besford Land.

4. Declarations of Interests and dispensations

4.1 Receive Declaration of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the agenda. None

4.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests. None

4.3 To note any dispensations previously granted.

5. To agree the minutes of the previous meeting held on 17th March 2025

Proposed by Cllr. B Keller, seconded by Cllr. Carver. All in favour.

5.1. Outstanding actions: To note actions taken from last meetings which are not detailed on this agenda.

None

6. Chair's Report:

The Chair reported that the office staff are working hard. Sunnyfields park has been renovated following a request from the residents. It is now a lovely play area. Soil samples will be taken from Kesgrave field with a view to forming a football pitch.

7. Public Forum and Public Service Reports:

An opportunity for members of the public to make comments on any matters on this agenda. This forum will include **receipt of any written District Council, County Council reports.**

District Cllr. Gee reported that Cllr. Falat had been in contact with her to ask if she could arrange an official opening of Sunnyfields and invite the two District Councillors, residents and Parish Councillors for a photo to go to local press and the Parish Press. Cllr. Gee attended a County Council training on terrorism which was interesting.

There have been a few controversial planning applications recently.

8. To receive an update from FoNEP.

Voluntary hours for March were 158. It was asked if ESS have come up with a tree works plan yet. The Clerk confirmed she had not had a reply so will follow up.

Plugs are coming along ready for the hanging baskets, bedding plants potted up, new plants will be purchased for the circular bed. Plans to improve the Boulevard. New High Viz vests are needed if funds are available.

9. To receive a Finance and Projects Brief

Finance & Project Cttee Report to Full Council (Mon-14-Apr)

Item-F7: Bank Accounts during this last month:–

Combined (Savings a/c + Current a/c) fell by £ 30,118.07

[there was a series of abnormal Builders payments ~£23k]

Net Parish holding now stands at £ 246,273.30 Parish

Full Year Trading income taking Trust & Parish together = £ 1,097,121.56

Full Year Trading expenditure “ “ “ = £ 1,093,027.01

Clerk should be congratulated on handling this level of total throughput!

Item-F10: CCTV Cameras:

2 extra cameras on vulnerable areas of Museum building ~£1,000 Approved

Item-F11: Sunnyfields Play Area:

- A parishioner young family at “Sunnyfields” (nr end of Victoria Rd by Kirkley Run roundabout) asked about refreshing the very small almost forgotten Play Area.
- OBPC looked into the case and finding a new population of young families, set-to for sourcing equipment and how to fund it.
- OBPC used the CIL monies held in reserves as well as direct help from Ward Councillors.

• Over but a few months we've made it, ready for the summer, and with a special new installation of a "parent + toddler" swing.

Success on a joint venture all around, to be celebrated!

→ Proposed: to celebrate (photo + local news + District + OBPC + young families); details to be worked.

Item-F12: Neeves Clearance of Surrounds:

Adjacent neighbour has requested due clearance of debris which has pushed onto his property during the 2024 levelling work on the new Allotments: £600 Approved

Item-F13: Access Easement to Colmans Site (Public Slipway):

District must give Permissions to Parish, so that Parish can Regularise its Lease to the Yacht Club; this is worth ~£4k to Parish. Vice Chair to take this Action soonest.

Item-F14: Bank Signatories:

Two signatories do not provide enough flexibility and a third is requested.

Cllr. Bromley has volunteered.

Item-F-15: Internal Audit Quote: (similar to last year) £85 Approved

For the current year, external audit will require internal correspondence through approved providers (presently OBPC's usage is not approved); New eMail addresses ! Suffolk Cloud™ has been approached and has quoted very favourable terms. Approved

Item-F16: Boulevard Amusements Insurance:

The Lease identifies that Buildings Insurance is chargeable to the Tenant by Parish (acting as Trust); this has not been done previously and should be instated soonest.

The 'reasonable' additional fee will now be charged in addition to the Lease: Approved.

10. To approve the payments for this month and in between meetings.

Monthly

MC Cleaning	Office / pavilion Clean		£117.00
Norfolk Copiers	Copy costs		£42.30
Daisy	Phone/internet		
EDF	Office		

ADHOC

SALC	Annual Membership	£	1,543.19
SALC	6 monthly payroll	£	93.00

Expert Print	Newsletter	£	399.00
Rialtas	Annual fee	£	318.00
	(NEPT)		
Rialtas	annual fee	£	352.80

-£2,865.29

INCOME

P Petty	Rent		£120.00
Bank	Interest		£0.00
OBWSC	Rent		£1,250.00
TOTAL			£1,370.00

Payments agreed at Finance and noted at Full Council.

11. To receive a report for Oulton broad Water Sports Club.
Roll over to next month due to absence.

12. To discuss the internal audit quote and approve
Agreed at Finance and reported in item F15 above.

13. To discuss gov.uk email domain
Agreed at Finance and reported in item F15 above.

To note date of next Annual Parish Meeting, Council Meeting and Committee Meetings: Finance Committee Thursday 8 May 2025 4pm, Annual meeting of the Parish Council 19 May 2025 6pm.

The Chairman closed the meeting at 18.32pm.

Signed by the Chairman..... Date.....