



Annual Meeting of the Parish Council

In the Pavilion

6pm, Monday 19th May 2025

MINUTES

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

Also in attendance: Michaela McGoun (Clerk). 1 member of the public. 0 District Councillors.

1. Welcome

2. To appoint a Chair

The position was discussed, and Sandra Keller volunteered to stand. There were no other volunteers.

Proposed by Cllr. Bromley, seconded by Cllr. Carver, all in favour.

2.1 To sign the declaration of Office Form.

The form was duly signed and witnessed by the Proper Officer.

3. To appoint a Vice Chair

Cllr. Falat suggested he was willing to stand as Vice Chair.

Proposed by Cllr. Carver, seconded by Cllr. Bragg, all in favour

4. 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.

5.To receive and consider acceptance of apologies for absence

Apologies received from Cllr. Besford-Land and District Councillor Gee.

6. Declarations of Interests and dispensations

4.1 Receive Declaration of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the agenda. Cllr Bromley on item 12.

4.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests.

4.3 To note any dispensations previously granted.

7. To agree the minutes of the previous meeting held on 14th April 2025

Proposed by Cllr. Ashdown, seconded by Cllr Turner, all in favour.

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

None

8. Chairman's Report:

The newsletter has been printed, and North Oulton Broad have been delivered, we are struggling with South Oulton Broad as we have no one to deliver them

9. 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.**

Cllr. Gee sent an email informing the Council that she had been in touch with Phil Harris to arrange an official opening of Sunnyfields with the two County Councillors who funded the equipment.

10. To receive an update from FoNEP and agree any necessary action.

Voluntary hours for April were 162. Having contacted several nurseries, they have been unable to get the shrubs for the circular bed so it may have to have to plant in the autumn. The Chair of FoNEP has contacted a nursery for a planting plan for the boat planters. The Chair and his wife have been invited as representatives of FoNEP to the College. FoNEP propose to have two signs added to the first and last hanging basket. Cllr. Bragg was thanked for donating the wooden posts which has enabled them to repair the fence by the boat park.

12. To note the Parish Council still holds the General Power of Competence:

Noted

13. To agree the updated standing orders

Recently updated by NALC and adopted by the Councillors.

14. To receive a Finance & Projects Brief.

F7 Bank accounts – precept has been received and half given to NEPT.

This year's budget is very tight, so we need to only spend where necessary.

F5 – Museum electricity – Seasonal bills showing winter months billing is around £2,000.00 per month and the summer months £150.00 per month. The thermostat is set at 17 deg currently and needs to be set at 5deg for next winter for the porcelain. Lowestoft Town Council have been contacted to request some financial help towards the heating for their collections.

F9 – Staff Salaries – To note an annual uplift of 1 point.

F12 – Boating Lake – The drain has failed; it was attempted a temporary fix which has failed.

F13 – Car Parks (NEPT) – ESC has received almost 4 years of income from the car parks and not passed any onto the Trust. They were recently contacted for repairs to a drain which was strongly challenged.

15. To note the internal audit report

Read at Finance and noted.

16. Opportunity for Oulton Broad Businesses.

Roll over to next month.

17. To approve financial year's 24/25 AGAR forms as below and agree any action:

17.a Section 1 – Annual Governance Statement 2024/25 (page 4 of AGAR)

17.b Section 2 – Accounting Statements 2024/2025 (page 5 of AGAR)

17.c Review and agree detailed 1A report (page 3 of AGAR)

Rolled over to next month.

18. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted:

1. To discuss grant applications.

There were 3 grant applications:

The Chairman closed the meeting at 19.09pm.

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