

STANFIELD PARISH COUNCIL

Minutes of the Annual Stanfield Parish Council meeting held on
Monday 12th May 2025 at 7.15 p.m. in St. Margaret's Church. Stanfield.

Councillors Present: - Cllrs I Thompson, D Daniels, S Collings, Cllr R Duffield
and L Walker.

Others Present:- 3 Electors and Mrs G Hubbard, Clerk

1. To elect the Chairman of the Parish Council for the forthcoming year.

Cllr Duffield proposed Cllr Thompson for the position of Chairman for the forthcoming year, seconded by Mrs Walker and carried. Cllr Thompson accepted the position.

2. Clerk to receive signed Declaration of Acceptance of Office form.

The Clerk received the signed form.

3. Welcome and to consider accepting apologies for absence.

The Chairman welcomed those present. There were apologies for absence received from County Cllr Mark Kiddle-Morris.

4. To declare any Interests re items on the agenda.

There were no Interests declared.

5. To appoint the Vice Chairman of the Parish Council for the forthcoming year.

Cllr Thompson proposed Cllr Walker for the position of Vice Chairman for the forthcoming year, seconded by Mr Duffield and carried. Cllr Walker accepted the position.

6. To confirm minutes of the meeting held on March 10th 2025.

The minutes had been circulated. The Clerk relayed the main points of the minutes to the public present. Cllr Collings proposed the Chairman should sign the minutes as a true and accurate record of the meeting, seconded by Cllr Daniels and carried. Cllr Thompson signed the minutes.

7. To discuss any matters arising from the minutes of March (not on the agenda).

There were no matters arising.

PUBLIC PARTICIPATION PERIOD

There were no questions raised but comments were made regarding the fact that no District Councillor from Breckland Council now attends the Parish Council meetings and no explanation is given by Breckland Council regarding this matter.

8. To discuss Correspondence received.

Donation appeal letter from Norfolk Age UK

Cllr Thompson proposed a donation of £50.00 be sent, seconded by Cllr Collings and carried.

9. To discuss any Planning Issues, if necessary

There were no planning issues to discuss.

10. To discuss any Highways Matters.

The blocked drain in Back Lane, outside Manor Farm, has had some work done on them, so hopefully they have now been cleared. The pot holes down Church Lane have been dealt with, so currently no matters to report. The sign regarding no littering, to be placed in the layby on the B1145, half way between Reed Lane and the Back Lane junction will be chased up.

11. To authorise financial payments: -

Cllr Thompson proposed the necessary financial payments be authorized, seconded by Cllr Walker and carried: -

Clerk's net salary April to May £274.00 HMRC tax April to May £42.80

S. Jenkins, grass cutting £465.00 Norfolk Age UK £50.00 G & A Accountants £50.00

In March a bank service charge of £5.75 was paid and £4.25 in April. In April the first precept installment of 1,250.00 was received from Breckland Council and £5.07 in interest from the CCLA investment account and £4.85 in May.

12. To receive financial update from 3rd March to 9th May 2025

This had been circulated. There were no questions regarding this document.

13. To adopt the end of year accounts, ending 31st March 2025.

Cllr Thompson proposed the end of year accounts be adopted, seconded by Cllr Collings and carried.

14. To adopt the Annual Governance and Accountability Return, the Certificate of Exemption and the Annual Governance Statement for year ending 31st March 2025.

Cllr Thompson proposed the end of year accounts be adopted, seconded by Cllr Collings and carried.

15. To discuss the Auditor's report and discuss the audit for the forthcoming year.

There were no questions regarding the auditor's report and the Parish Council agreed to have G & A Accountants audit next year's accounts.

16. To discuss the Litter Pick held on 22nd March.

This was a very successful event and very many bags of rubbish were collected.

17. To discuss items for next agenda.

No items were requested.

18. To confirm date and time of July 2025 meeting.

The next meeting of the Parish Council and it will be held on Monday 14th July at 7.30 p.m. in St. Margaret's Church. There being no further business to discuss. The meeting finished at 7.50 p.m. and the Chairman thanked those present for their attendance.



Chairman

14/7/25

Date