

## MINUTES

Waveney Room, Wortwell Community Centre

1. **7.30pm** The Chair, Mr Clive Aylett welcomed all to the meeting.

2. Re-appointment of Chairman by unanimous decision

## There were no Apologies

Cllr Cook whose son is a neighbour and Cllr Aylett who is related to the applicant, declared a personal interest in item no 5

3. **Minutes:** Council approved, Chairman signed and Clerk will retain in records, minutes of the meeting held on 26 April 2021

- 3.1 Minutes previously approved under Coronavirus Restrictions were signed by Chairman with today's date.

Meeting was not adjourned there being no members of the public

#### 4. Annual Governance and Accountability Return

- 4.1. RFO presented and Council reviewed and confirmed acceptance of the Internal Audit Report and noted the notes made by the Internal Auditor. AGAR form page referred

- 4.2. Council confirmed approval of Annual Governance Statement page 4 of AGAR

- 4.3. Council confirmed approval of Accounting Statements page 5 of AGAR

- 4.4. Council confirmed approval of the dates of the Period for Exercise of Public Rights: They are to run from 3 June to 14 July 2021 inclusive. clerk to post on website and notice board.

- 4.5. Council confirmed approval that and authorised the submission of the AGAR forms to PKF Littlejohn for External Audit

- 4.6. Accounts for payment - see attached schedule Appendix A - payments were authorised and cheques raised

5. **Planning Applications:** previously circulated:

2021/1007	Type of application:	Householder 39 High Road Wortwell Norfolk IP20 0HA Erection single storey extension and associated alterations.
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It was not possible to discuss this application as the plans had been removed from the Planning Department site - an extension to Mid June will be requested by the Clerk. An extraordinary planning meeting will be held to discuss this application once the plans are back up on the site for review. Applicant is fully aware of this situation.

6. **Future meetings:** 28 June 2021 19 July 2021 27 September 2021

**Close of Council Meeting: 8.00pm**

Signed: **LUA LEGGETT** Clerk and RFO

**Followed by Annual Parish Meeting**

# WORTWELL PARISH COUNCIL

## APPENDIX A ACCOUNTS FOR PAYMENT May 2021

1.	NALC	102170	£180.33
	Annual Subscription		
2.	NARS	102171	£250.00
	Donation		
3.	Westcotec	102172	£333.60
	additional posts and brackets for SAM2 machine		
4.	TT Jones Electrical	102173	£199.42
	Street light maintenance April May and June		
5.	Trees and Compost	102174	£
	allotments		
6.	Anne Barnes	102175	£88.00
	Internal Audit Fee		
7.	HMRC	102176	£116.12
	PAYE and Employers NIC Month 1		
8.	HMRC	102177	£116.12
	PAYE and Employers NIC Month 2		

**Total** **£**

1.