



Minutes of the Annual Meeting of Suffield Parish Council Meeting held on 18th
May 2021

Suffield Village Hall

Cllr Patrick Mutimer - Chairman
Cllr Jack Almey
Cllr Caroline Brett
Cllr David Hawkins
Cllr Morag Neeld
Cllr Helen Almey

Clerk Wendy Murphy

1 To elect the Chairman of the Council for 2021/2022

Cllr Patrick Mutimer was elected as Chairman, proposed by Cllr Brett and seconded by Cllr H Almey

2 To receive the Chairman's declaration of acceptance of office

Received

3 Declarations of interest & requests for dispensations

Cllr Patrick Mutimer declared an interest in the planning application

4 To receive & accept apologies for absence

Apologies received from Cllr L Inglis

5 To approve the minutes of the Suffield Parish Meeting held by Zoom 23rd February 2021

These were approved and signed

6 To discuss matters arising from the minutes

It was reported that there had been no more issues regarding the dog attack and the van had not been seen since

7 Reports from County and District Councillors

None received

8 Financial Matters

- a) The accounting statement for the year ending 31st March 2021 was approved
- b) The AGAR exemption certificate for 2020/2021 was signed
- c) The internal auditor Mo Anderson-Dungar was authorised for 2021/2022
- d) The Platinum Jubilee was discussed and it was felt that a street party would be a good idea. Wendy will look to see if grants could be found for this
- e) The following cheques were authorised 100335 M Anderson- Dungar £35.00 100336 N Neeld £23.29
- f) The balance on the account as at 18th May 2021 is £8019.66
- g) This insurance with Came and Company was discussed and it was agreed that other quotes should be obtained. Cllr D Hawkins confirmed that he would look into this and that agreement could be done by email as the insurance expired 1st June 2021

9 To adjourn the meeting to allow members of the public to speak

No public attended

10 Village Broadland Project

As new people are coming into the village they are being updated with progress and information is given to them

11 Footpaths/Highways

- a) The notice board has been repaired and thanks was given to Cllr Neld husband
- b) Quiet lanes – this would rely on landowners putting a sign on their own verges
- c) Pot Holes – Wendy has made a list of all the pot holes and will be sending an email to highways.
- d) Public right of way – there is still an issue with the right of way on Stuart Wrights farm. Wendy will send a follow up letter

12 Planning Applicaitons

PF/21-1147 – Cow Parsley Barn – stationing of converted former railway goods wagons for use as holiday let

Parish Council response – No Objection

The two application received within Suffield boundaries were confirmed as belonging to Hanworth

13 Request from Suffield Parish Church re payment for upkeep of Churchyard

It was agreed that a one of donation of £100.00 should be sent to the vicar and a meeting should be arranged with the vicar to discuss responsibilities for the upkeep of the churchyard and if a service could be hold at the church at all. Wendy will send the vicar a letter.

14 Suffield Charities

The chairman thought that a report from each group should be brought to each meeting. This was agreed.

15 To Note items for information/future Agenda

To see if a first aid course could now be arranged. Wendy will speak to Paul Wooster- Aylsham first responder to arrange

Meeting closed at 20.52

Date of next meeting 13th October 2021