



Congham Parish Council

Chair `Jeff Compton.

Clerk :- K Sayer Buttermere Lynn Rd Hillington King's Lynn PE31 6BJ
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Minutes of the Parish Council meeting on 13th May

Clerk *Kate Sayer*

19051	The Chair welcomes all new members of the Council and residents to the meeting.
19052	All elected persons were asked to sign the declaration of office and return them to the Clerk Cllrs were reminded that the Register of interests are due back to the Clerk by the 31st May. The following members who were in attendance signed their declaration of Office. Cllrs J Compton, N Grief, A Page, T Tilbrook, B Williamson.
19053	Election of the Chair. Nominations were received and Cllr J Compton was unanimously elected.
19054	Apologies were received from Cllr M Whalley, and Cllr C Manning
19055	It was resolved to agree the minutes of the Parish Council Meeting held on Monday 25th March .
19056	The Standing orders were presented and agreed
19057	Public Participation There were no one in attendance.
19058	Planning Applications There were no new planning applications; The Clerk confirmed that the Application in Keepers Lane had been withdrawn.
19059	The Neighbourhood Plan. No-one was able to provide an update.
190510	The Borough Councillors sent their apologies as they had a Borough Council meeting. There was not response from Cllr S Dark.
190511	The Clerk reminded members that documents needed to be returned within a month.
190512	Finance Report a. The Annual payments and receipts for 2018-19 were approved. b. The End of Year Accounts were agreed and the Governance Statement was completed and signed. The Assets Register contains the Noticeboards, the Computer and Website. The currents payments were approved. Norfolk ALC subscription, Congham Hall, HMRC, Clerk's Salary and Expenses. The Clerk will make a report on the Cil Contribution received last October. Andrew Page agreed to become a third signatory for the Bank.
190513	Training New Councillors should go through training within 6 months.
190514	It was agreed that the Chair and Clerk would receive the internal audit and forward the Certificate of Exemption for the External Audit.
190515	The correspondence and future meeting dates were presented.

	Signed J Compton 22nd July 2019
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