

OXBOROUGH PARISH COUNCIL

2023/1

MINUTES

AGM & ORDINARY MEETING held at the Village Hall, Oxborough

Thursday 18 May 2022, starting at 7pm

PRESENT:	Simon Willies	Chair
	Bernie Chapman	Vice Chair
	Graham Allison	Councillor
	Ian Monson	Councillor
	Mike Nairn	Breckland Council Councillor

5 Members of the Public

Before the meeting began, the Chair issued the usual reminder for everyone to keep comments relevant and be respectful of those in attendance.

Open Forum (questions regarding the Agenda)

Mr. Andrew Le Clercq asked several questions: whether the PC would be discussing the proposed glamping site which borders Oxborough. Cllr Willies responded that he was not aware of it and that it was not listed under Planning. Whether the PC would be voting on further decisions concerning the beech tree, including the suggestion made in Dr. Stump's informal tree report to create a monolith of the tree, rather than felling to the ground, and whether this meant that the final bill for the works would be reduced. He asked if the tree felling would impact on Agenda item number 18.

1. Election of Chair and Declaration of Acceptance of Office

The Clerk asked for nominations for Chair. Cllr Chapman nominated Cllr Willies, which was seconded by Cllr Monson. There was no other nomination, and there was a majority show of hands. Cllr Willies accepted and signed the declaration of acceptance of office form.

2. Election of Vice-Chair and Declaration of Acceptance of Office

The Chair invited nominations for Vice Chair. Cllr Monson nominated Cllr Chapman, seconded by Cllr Willies. There was no other nomination and there was a majority show of hands. Cllr Chapman accepted and signed the declaration of acceptance of office form.

3. Apologies for absence

Cllr Buckingham had extended her apologies for not being able to attend, due to ill health and work commitments.

4. Declarations of Interest

None.

5. Declarations of recording and social media use

None

6. To approve the Minutes of the Annual General Meeting held 6 May 2021

These Minutes had been circulated and displayed on the Notice Board (and PC website). Cllr Willies advised the council that these minutes had already been signed on 21 July 2021: all councillors agreed that it was not necessary to re-approve them. But Cllr Willies requested that the May meeting should be recorded in 2 separate minutes, to show clearly that the AGM proceeds at 7pm, whilst the Ordinary Meeting starts at 7.30pm. Cllr Allison suggested that the meeting should be in two parts and the second part should have started at 7.30pm and not 7.15pm in case some people only wanted to attend the Ordinary meeting and then they would miss the Open Forum.

7. To approve the Minutes of the Ordinary meeting held on 16 March 2022

The Chair proposed these should be accepted, seconded by Cllr Chapman. A show of hands was unanimous, so they were approved as a true record and signed by the Chair.

8. Matters arising

The Chair asked if a new contract from CGM had been received. The Clerk reported that it had not, as the previous contract price of £34 had not been charged (the PC paid £32.96). The current price is £35.02 (Clerk note: the PC will be invoiced in June and October). The Chair asked if the Clerk had started work on adding new signatories to the TSB account - she said that this would be handled soon. Finally, the Chair noted that the hire of the village green by the Fox Terrier Rescue UK is in a few days' time but that the organiser was aware of the condition of the beech tree - and that there was sufficient room on the green.

9. To approve the Minutes of the EGM held on 13 April 2022

The Chair proposed these should be accepted, seconded by Cllr Chapman. A show of hands was unanimous, so they were approved as a true record and signed by the Chair.

10. Reports

The Chair suggested that in future the reports should be presented during the Annual Parish Meeting; Cllr Monson agreed, and Cllr Nairn noted that the Parish Meeting would be the best time for the reports as the AGM, which follows on, should handle the election of officers. He took his leave from the meeting after the Village Hall Report was read.

a. Chairs Report (see Appendix A). Read by the Chair; there were no questions.

b. District Councilors Report (see Appendix B). Read by Cllr Nairn adding that the mobile food store went live the previous week, which was the pathfinder for the project, the first of 15 units in the district and directly funded by Morrisons supermarket in Dereham. The purpose of these stores is to serve the community facing food poverty and other social disadvantages. He had visited the store in Weeting, and could not praise it enough, saying that the scheme needs to be expanded rapidly as there are 3 local villages which would really benefit, including Oxborough. Cllr Willies asked if there was a subscription payment - yes, £3, as the scheme is heavily subsidized although all fruit & veg are free. Cllr Monson asked about any particular sports and leisure projects and Cllr Nairn confirmed that Swaffham is likely to receive funding for expanded sports facilities, including a swimming pool.

c. County Councillors Report (see Appendix C). Read by the Chair. Cllr Nairn added that there had been numerous complaints received concerning uncut verges, as until recently NCC and BC shared the responsibility (contractors Serco), however from now on NCC will take sole responsibility and carry out 4 cuts per year, starting 23 May, which is later than usual as the Council observed the 'No Mow May' guidance.

d. Village Hall Report (see Appendix D). The Chair read out the report prepared by Cathy Warnock.

e. St. John's Church PCC Report (see Appendix E). The Chair read out the report prepared by Julie Wood.

f. Hewars and Hammonds Trust Report (see Appendix F). The Clerk read out the report prepared by Miles Griffin.

g. Gooderstone School Report. None.

h. Speedwatch Report (see Appendix G). Frankie Watkins read out the report and then took questions. Andrew Le Clercq asked if the group had a right to see the data generated by the SAM2 sign - no, and unfortunately no data had been supplied to her in the last few months. The Chair suggested that the PC ought to request this information. Frankie added that the SAM2 sign records would probably reveal just how fast some vehicles are driven during the hours of darkness (when Speedwatch cannot be deployed due to obvious reasons) but that the police also lack sufficient resources to analyze all of the data supplied. Cllr Willies asked what the highest recorded speed has been - nothing over 50, and those cases of Oxborough villagers would result in a face-to-face visit from PC Paula Gilluley.

i. History Group Report (see Appendix H). The Clerk read out the report prepared by Bar Pritchard. Cllr Willies commented that he had thought that the 'History of Oxborough' book was already completed and due for publication, but clearly not.

j. Annual Parish Meeting Report. The Chair confirmed that this had been held 20 April 2022 and that the draft minutes had been circulated to all villagers who had been present. These would be approved at next year's meeting.

11. Planning

None.

The Chair asked Andrew Le Clercq if he knew the deadline for comments on the proposed glamping site on the border of Oxborough - he didn't know but said the application could be found on King's Lynn & West Norfolk Borough Council website, adding that both the Norfolk Wildlife Trust and Natural England had expressed major concerns at the potential effect on the hydrological balance of the fen and the rare wildlife. The Chair urged the Councillors to check out the application and make a comment.

12. Correspondence

a) Norfolk Police (see website)

1. A survey on how you feel about tourism in your area: https://surreyfbel.qualtrics.com/jfe/form/SV_3mAyHco7YbS9IKq

b) Breckland Council (see website)

1. BC is keen to understand whether local organisations are planning/undertaking any provision or activity in response to the developing situation in Ukraine "If your community is anticipating any impact as a result of this situation or is putting anything in place to support individuals who come to Breckland, please could you let us know any relevant details".

2. Breckland Local Plan: Call for Sites Consultation: The update to the Breckland Local Plan is required to allocate sites to meet the housing, employment and other needs of the district and will also consider sites for specific protection from development. To better understand the availability of sites for allocation, the council is undertaking a 'call for sites' 4 April - 20 May 2022. This is open to site promoters, town and parish councils, residents, and others to submit sites to the Council for consideration. The

'Call for Sites' is the opportunity for individuals, landowners and developers to suggest sites within the district for development over the next 20 - 30 years.

3. Breckland Town & Parish Forum has been arranged for Monday 23rd May 2022 at 5.30pm and will be held in the Breckland Council Offices

c) NCC (see website)

d) Anglian Water- support for vulnerable parishioners (see displayed Poster and website)

e) Green Lane Association: "open letter regarding some of the recent untruths that have been put about by negative pressure groups who only work to remove and not enhance access". (see Website). The Green Lane Association is a national organisation founded in 1995 dedicated to protecting our heritage of multi-user rights of way and access to the countryside without prejudice to method of travel.

f) Beech Tree:

1. Quote from Dr. Stump (Matt) - £6000 (plus traffic management estimated at £2000) plus VAT

2. Quote from Arborcare (Travis Sarginson) Total (Incl. Labour/Waste processing/Traffic management and VAT) £8500.00

3. Estimate from Norfolk Arborist (Michael) £5220 (includes TM and Crane hire) plus VAT

4. Email from Mr. C. Heatley received 24-2-2022 (unintentionally left off the Correspondence Received for the previous meeting held March 16), complaining that the Clerk had not responded to a particular Facebook comment he made, that the contractor Brown had not supplied a Method Statement and Risk Assessment, that "if OPC jointly considered the proposed plan of action acceptable they have knowingly put residents lives in danger by failing to inform them of the scope of work/plan of action/possible danger. The councillors should also be collectively aware that they could have faced manslaughter charges along with the Tree Surgeons if the felling had been carried out and had not gone according to plan". **Councillors discussed this and agreed that the PC should not be responding to comments on Facebook, as the PC website is the correct location for announcements, and also the village Website page, the Voice. Cllr Allison asked the Clerk if she posted draft minutes to Facebook - never.**

5. Email from Mr. David Hotchkin: "...I am less than impressed by the trail of confusion that has accompanied this matter right from the start. If the adopted 'Financial Regulations' had been properly adhered to then we almost certainly would not be in this somewhat embarrassing situation right now. For example: it seems that one applicant was apparently not made aware of the fact that permission to fell the tree was actually granted five and a half months ago...I should state that I am now in favour of getting the job done as soon as may be possible. Insofar as I am concerned, the question of the cost is now very much a secondary consideration".

6. Following EGM on 13 April 2022, when Councillors agreed to reward Dr. Stump the contract to fell the tree, Matt Hewitt (Director and main contact) responded with thanks, confirming the start date as 26 April (at 8am). The main road will be reopened after each days works for through traffic and most of the green to be cordoned off which they will organise accordingly.

7. Email from Nathan Pearson, concerning the question of nesting birds and bats - and whether a survey has been made to determine this- extract "Why have no reasonable steps been taken to prevent nesting in the tree, if you knew the felling was likely to be in the breeding season? It is well known that jackdaws and stock doves' nest in the cavities of the tree and have done so for many years. It would not have been unreasonable to arrange for these cavities to be blocked or netted to prevent access. Has a bat survey been carried out by a suitably qualified person? The tree looks probable for a bat roost and again, this would coincide with their breeding season. I'm sure you'll be aware that all bat species are protected in the UK so again, what mitigation has been put in place for this?"

8. Clerk contacted Dr. Stump and he confirmed that the price of £6000 includes an ecologist inspection on the day.

9. Email from Bar Pritchard: "Planning and action towards the tree's reduction to a monolith would seem already surprisingly well advanced (and costly?) given the uncertainty of the two critical 'drivers' of this proposal / decision? i. Apparently no evidence of bats as yet, (though likely) and ii. the state of the tree seems not yet re-assessed for its stability as a monolith subsequent to the "attempt made to fell the tree causing significant damage to the base of the stem". Hence, presumably, the undertaking by Mr Matthew Hewitt, Director of DR STUMP LIMITED, that: "as I confirmed over the phone to you that I would instruct Rory Hobbs from RH Tree Consultants LTD to complete an up-to-date survey for you". This will hopefully cover both bats and the stability/viability of a monolith, for consideration prior to any decision/action being taken.

g) PKF Littlejohn- External auditor emailed regarding 2021/22 financial year end: 'to provide instructions to enable your smaller authority to comply with the relevant statute and Regulations regarding accounts and audit. The approved AGAR and supporting documentation or the Certificate of Exemption (as appropriate) deadline is Friday 1 July 2022. OPC has been selected for an Intermediate Review.

h) Janet Freeman advised the Clerk of a broken branch on the Chestnut Tree (close to the playground); the branch appears to be very well lodged. Alison Vyse reported this to the Chair a few weeks later. The Chair reported that Sam Hernandez had carried out the work and thanked him for it.

i) Npower invoice £21.04 for the telephone box - unexpectedly received. Clerk called Npower and although it was known that E.on had managed the box between 2008-2021, and that Npower now managed it, there would have been a Certificate which details who is responsible for the box, confirms the estimate usage and if it is chargeable - which E.on would have passed onto Npower. Clerk advised to contact UK Power Network (the supplier) to question this set-up. As the box is not lit up, need to arrange for someone to see if there is even a supply to the box, but otherwise suggest that it is disconnected (likely to be a fee). Cllr Allison reported that the power had been cut off years before, when someone broke into the box - he recalls that it was disconnected at the location of Dial Cottage. **Councillors discussed the matter further, concluding that the bill should not be paid: Cllr Allison and Cllr Willies will open up the back box inside the telephone box and a photo will be taken of the wiring - which hopefully confirms there is no power - and supply this to the Clerk for onward sending to Npower.**

- j) Brecks' Fen Edge and Rivers Landscape Partnership (Nicole Hudson, engagement officer aims to organise a historical and natural freshwater environment of the Brecks and Fen Edge areas. These will include themes of wellbeing and mindfulness in nature, ecology and wildlife conservation, history, and outdoor recreation. Are there any key events dates within your parish that BFER could get involved with (e.g., village fairs), or community groups that you think would benefit from engaging with the project? <https://brecks.org/> (nicole.hudson@suffolk.gov.uk T : 01473 265666).
- k) East Anglian Air Ambulance (Oscar Morgan, Events Intern) emailed to ask the PC to promote Trek 24 event series, a 24km or 24-mile trekking challenge spanning across the region, from North Norfolk Coast to the Bedfordshire Countryside. <https://www.eaaa.org.uk/get-involved/events/trek-24>
- l) RoSPA emailed to confirm that the annual inspection of the play equipment will be carried out June/July, but also to advise a slight increase to £70 (for 5 x equipment) plus the original £3.50 for additional pieces. **The Clerk confirmed that this expense was allocated in the budget.**
- m) Regarding the Village Hall Committee AGM on 19 May, a letter has been received from Secretary Mrs Julie Wood: "the constitution of the Committee requires that the Trustees should include representative members from village organisations. Would the Parish Council like to nominate their representative to serve on the Village Hall Committee."
- n) Ladywell Accountancy: "The final return has been submitted to HMRC and your P60 is attached. Please note we won't be able to offer the service for 2022/2023 year as the business is now closed." **The Chair asked the Clerk to find a replacement Accountancy firm to carry out the annual business of the PC.**
- o) Ryston Runners (Martin Ive) request to book the village green for the annual Wissey ½ Marathon (Sunday, 4 September).
- p) Silverline (Steve Jones) offering promotional mugs to mark the Queen's Platinum Jubilee www.Silverlineltd.com
- q) CGM price is now £35.02 per cut, to be invoiced as always bi-annually (June/October)
- r) Email from Linda Cook, Hedgehogs R Us to promote Hedgehog Highway Project, which many councils are either taking part in, or adding it to their next council meeting agendas. Please read about the project here: <https://hedgehogsrus.co.uk/hedgehog-highway-project>

13. Highways

- a. Temporary Road Closure notice affecting the C122 Drymere from 1.6km eastwards of its junction with Pine Avenue for 40m in the PARISH OF BEACHAMWELL because of Anglian Water new connection works, 18-20 May.
- b. The Chair pointed out that although the repairs to The Green (the lane adjacent to the pub) had been completed in the vicinity of the telephone box, there were still potholes further down. Cllr Allison pointed out that he had personally repaired those potholes and the Chair thanked him for that, but asked the Clerk to contact Highways and ask them to finish the job.

14. Finance

- a. **To receive bank balance and reconciliation, and year end accounts ending 31 March 2022:** See Appendix I. Councillors reviewed the spreadsheet prepared by the Clerk, commenting that the balance had dropped a lot since the previous year. It was noted that the payments to CGM had dropped, and the Clerk confirmed that although the price has increased, it was only by a small amount. There were no other questions. Cllr Monson proposed to accept the reconciliation and the Chair seconded - all in favour: The Chair and the Clerk signed the bank reconciliation spreadsheet and the Receipts & Payments ledger.
- b. **To consider authorisation of payments and to sign cheques:**
Payments:
 1. TSB - £10 (bank charges, payment taken directly from the bank account)
 2. Npower invoice (unmetered supply to the Phone Box) for the period 1 Dec 2021-31 Mar 2022: £20.04 (including VAT) **not agreed** for payment. See Correspondence 14.i.
Receipts:
 1. BC precept -£1646
 2. Lee England (FT Rescue UK) £90 - hire of the village green (22 May 2022)
- c. **To confirm external auditors.** The Clerk advised that each year the PC complete the accounts and also a Certificate of Exemption (as normally OPC meet the criteria) which means that the accounts are not submitted to the external auditor (although of course the Annual Governance and Accountability Return-AGAR- is completed and published as per the regulations). However, this time the PC did **not meet** the criteria as the payments exceeded £25,000 (due to the playground project) and also the PC had been selected to undergo an Intermediary Audit, which means that the AGAR must be returned (by email or post) to the external auditors (and no Certificate of Exemption raised). Cllr Monson proposed to confirm the external auditors as PKF Littlejohn, this was seconded by Cllr Chapman, a show of hands was unanimous - passed.
- d. **To receive and review Internal Auditor report on 2021/22 accounts.** Once again completed by Mr. Mike Craig for which the Chair expressed his thanks. There were no questions, so Cllr Willies proposed to accept the report, this was seconded by the Cllr Monson, and a show of hands was unanimous - passed.
- e. **To review and approve the 2021/22 Annual Return Governance Statement.** The Clerk read out each line for the Councillors to approve. There were no questions and Cllr Monson proposed to accept the statement, this was seconded by Cllr Willies - a show of hands was unanimous -passed.
- f. **To review and approve the 2021/22 Annual Return Accounts Statement.** The Clerk read out the statement and asked the council to review and approve it. Cllr Chapman proposed to accept the statement, which was seconded by Cllr Willies, a show of hands was unanimous - passed.

Clerk Note: The Clerk had also completed the analysis of variances, bank reconciliation and Notice of period for the Exercise of Public Rights (13 June-22 July) and these documents plus the AGAR required by Regulation 15 (2), Accounts and Audit Regulations 2015, would be published on the website (and displayed on the Notice Board) before 1 July 2022. The AGAR and supporting documents will be emailed to the external auditor by 30 June 2022.

15. Updated on the Felling of the Beech Tree

Cllr Monson recalled how back in 1998 the PC had received a grant of £400 from Breckland Council, so that the beech tree could be reinforced with cable bracing: he questioned how this would be handled by the tree contractors to avoid causing any danger or damage. In light of the last email received from Dr. Stump (concerning the proposed monolith) Cllr Willies commented that the PC had not discussed, approved or agreed to having a monolith, which would incur future expense due to the need for inspections to be carried out. Cllr Allison suggested an EGM to discuss the proposal and the Chair said that would be his prerogative, just only need one other councillor to support his call for an EGM. Cllr Allison said that his main concern is the financial burden, not whether the tree is fully felled or retained as a monolith, adding that if the tree is felled there is the potential for further costs to be incurred as the ecologist contractor (Torc Ecology) had indicated further charges: Additional works should subsequent days supervision be required i.e. should tree felling works fall into a second day £495 (full day) or £295 (half day). Additional works should a bat roost be identified e.g. liaison with the police and other third parties as necessary, to be time charged (if required). £50 per hour. Cllr Chapman advised that the tree felling quote from Dr. Stump was £6000 to fell to the ground and Cllr Monson considered that as the same price applies for the monolith (in his mind, half a job) then it is best to fully fell. The decision taken at the EGM (13 April 2022) cannot be reversed for 6 months unless any further relevant information is received. Cllr Monson asked if the area would be cleared up in time for the Queen's Platinum Jubilee event planned for 3 June. Cllr Chapman said it would be unlikely but that Dr. Stump would ensure that the timber was neatly and safely stacked, as also the chippings, piled up in a safe area.

16. Lime Tree on The Pound

There is some dead wood at the top of the tree - the Clerk asked Jack Webb (Treelink) to quote for works, no quote received yet. Cllr Chapman expressed his concern at the current state of it, bearing in mind that the village will be losing the largest tree very soon it would be prudent to take care of the next largest tree. But Cllr Allison reminded the council that the lime tree on the Pound is owned by NCC - and the Clerk was asked to contact them concerning proposed tree surgery.

17. Consider the plans to celebrate the Queen's Platinum Jubilee (3 June)

The Clerk reported on the progress. The village hall had received £300 from Breckland Council, which would be used for paying £240 for the live music (Jazz Sign, a 6-piece jazz group) plus money towards the helium cannister and balloons. Cllr Chapman has generously offered the use of his generator to supply the necessary electricity and Cllr Willies will supply a boom box which plays music via a phone CD player. A promotional flyer had been delivered to every household and promo information added to the websites and village Facebook page. A number of willing bakers have offered to make tray bakes which would be made freely available to everyone; the children had been asked to make their own Royal Crown for wearing on the day - there would be a prize of a helium balloon, and Reesey's Ice Cream van selling subsidized ice creams to the children, although adults would need to pay full price. A quantity of outdoor games had been very kindly loaned by Oxburgh Hall, thanks to Geoff Morley (Facilities Manager). Everyone is invited to come along between 12noon and 4pm, bring your own picnic, blankets and chairs and enjoy celebrating as a community, to mark The Queen's 70 years reign.

18. Agree to allow parking on the village green for the Oxborough Village Yard Sale (17 July)

The Clerk explained that this event was being organised by Jess Stansfield and that she had already promoted the event throughout the village. Cllr Chapman thought this was a great idea and proposed that the parking should be offered free of charge - this was seconded by Cllr Monson, all in favour. Cllr Allison suggested that a parking steward might be useful, to prevent vehicles parking too close to the play area.

19. Motion to appoint PC representative to the Village Hall Committee

Cllr Chapman proposed the Clerk, Susan Hernandez and this was seconded by Cllr Monson - all in favour, passed.

20. A.O.B.

Cllr Willies asked the council to consider his suggestion that the reports should be presented at the Annual Parish Meeting, rather than the AGM. Cllr Monson said that it would be nice if the author of each report could be present also. Add to Agenda for next meeting.

Public participation

21. To receive information or suggested items for consideration at the next meeting

Andrew Le Clercq reported that the dog waste signpost had fallen down (normally attached to the railings close by the bus shelter). Cllr Allison had already noticed this and offered to fix it. Andrew asked if the PC had received any invoice from the previous tree contractor (Brown) - the Chair confirmed that an invoice had been sent to them for the traffic management, but that this invoice was address to the TM firm, so the PC had ignored it. Elaine Willies questioned why the cost of retaining a monolith was higher than felling to the ground and the Chair advised that there would be ongoing tree inspections for a monolith.

The Chair thanked everyone for their contributions and bid all, goodnight. The meeting closed at 9.10 pm

Appendix 1 -Annual Bank Reconciliation Y/E 31 March 20221

RECEIPTS	2022	2021		PAYMENTS	2022	2021			
	£	£			£	£			
Breckland Council Precept	3166.00	3046.00		Insurance	326.72	162.21			
National Trust	150.00	150.00		St. John's Evangelist Church	175.00	175.00			
Hire Village Green	240.00	0.00		Royal British Legion	30.00	30.00			
VAT return	3922.48	496.87		British Heart Foundation	30.00	0.00			
Donation to cover playground insurance	164.50	164.51		Clerk's salary	1430.00	901.60			
Donation for Poppy Wreath - Mr. Paul Gilluley	30.00	30.00		Clerk's expenses	170.41	221.27			
Donation towards Playground Project	5000.00	4000.00		Village Hall Hire/Zoom Meetings	60.00	57.56			
Donation to pay for playground sign	41.40	0.00		HMRC	0.00	408.80			
Loan towards Playground Project	3712.98	0.00		VAT	3574.09	904.31			
				VAT returned (duplicate payment received)	0.00	407.92			
				C.G.M. annual green maintenance	521.90	567.00			
				C.G.M hedge cutting	287.23	278.87			
				Ladywell Accountancy Services	25.00	50.00			
				Hayes & Storr Solicitors	1047.50	0.00			
				Loan repayment - Playground Project	3712.98	0.00			
				Village green Tree costs	250.00	580.00			
				Sign Trade -Playground sign fixing	21.31	0.00			
				Glasdon UK - Dog poop bin	105.07	0.00			
				TSB Bank charges	59.15	60.00			
				AG Signs -Playground signs	93.50	0.00			
				NGF Play Ltd - Playground Project	15469.18	3095.70			
Total Receipts	16427.36	7887.38		Total Payments	27389.04	7900.24			
Receipts & Payments Summary @ 31 March 2022									
			£						
Balance of accumulated funds as at 1 April 2021 B/F			13236.54						
		Add Receipts	16427.37						
		Less Payments	27389.04						
Balance as at 31 March 2022 C/F			2274.87						
S. Hernandez -Clerk.....	(Signature)			Chair:	(Signature)				
Note 1.Auditors of the accounts are PKF Littlejohn LLP									
Note 2. Queries relating to the above accounts should be referred in the first instance to the Clerk at the following address:Swallow s,Oxborough,King's Lynn,PE33 9PS (07900 587 825).									