**Minutes of an annual meeting of Hanworth Parish Council**

**Held on Wednesday 1st May 2024 in**

**Hanworth Memorial Hall at 7.00pm**

**Present: Gill Wilton (**chairman), Robert Ranger (Vice-Chairman), Stephen Francis, Peter Low, Sally Martin, Dee Holroyd (clerk) Lindsey Bradford

1. **Apologies for Absence:** none
2. **Election of Chairman:** GW stood down and was re-elected as chairman. proposed PL, second SF. Robert Ranger was elected vice-chairman, proposed SF, seconded GW.

**Any other Business:** Lindsey Bradford was co-opted as a member of the Parish Council. All agreed.

1. **Declarations of Interest:** none
2. **Cllrs SP and JT** were not present
3. **Minutes of the meeting held on 7th February** were agreed and signed by the chairman. Proposed PL, seconded SF.
4. **Matters arising:** DH to follow up request for a warning sign at the exit from Gunton Park onto White Post Road.

DH to follow up request for grit bin. One on the road leading to the church was all that was needed.

DH to follow up installation of double white lines on A140 between Hanworth Cross and White Post Road.

Red phone box – to be discussed in the Village Meeting.

1. **Finance:** The audit had been completed and signed by the internal auditor, and was signed by the chairman, the clerk and members of the Parish Council, where appropriate.

The bank balance stood at £2,840. Payments made since the February meeting were:

Wayne Beauchamp (website) 77.00

Norfolk PTS (subscription) 55.00

Thomas Frosdick (computer) 30.00

ICO (subscription) 35.00

Dee Holroyd (3 months sal/office) 190.00

HMRC (tax) 80.00

Unity Bank (charges) 18.00

1.

The following policies had been updated but unchanged, and were adopted

Financial Regulations

Risk Management

Transparency Code

GDPR

Safeguarding Policy

Standing Orders

Privacy Policy

Code of Conduct

1. Date of next meeting: Wednesday 7th August at 7.00.

The meeting closed at 6.40pm

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