

EDGEFIELD PARISH COUNCIL
Minutes of the Annual Parish Council Meeting held in the Village Hall,
Edgefield,
Monday 18th May 2026, 7pm.

Present: Emma Cletheroe (Chair) (EC) Jeremy Goldney (Vice Chair) (JG)
 Claire Cletheroe (CC) Melinda Derry (MD)
 Jackie Cole (JC)

Amanda Yacoubian (Clerk)
 4 Parishioners

10 minutes to be allowed for public comment on agenda items only at the beginning of the meeting.

26/64. (i) To elect a Chair for 2026-27

On a PROPOSAL by Cllr JG, SECONDED by Cllr JC, Cllr Emma Cletheroe was elected as Chair. The Declaration of Office was signed in the presence of the Clerk.

(ii) To elect a Vice Chair for 2026-27

On a PROPOSAL by Cllr EC, SECONDED by Cllr JC, Cllr Jeremy Goldney was elected as Vice Chair. The Declaration of Office was signed in the presence of the Clerk.

26/65. Chairman's welcome and apologies for absence – EC welcomed everyone

26/66. Statements of pecuniary interests, and dispensations to speak – None.

26/67. To approve the minutes of the meeting held on Monday 20th April 2026 – Proposed JG, seconded MD, minutes were approved and signed

26/68. Matters arising not covered elsewhere on the agenda – The plastic downpipe on the Village Hall roof has slipped away from the gutter due to a broken bracket. A parishioner volunteered to fix the broken bracket. There are 2 pieces of land that have not been registered in Edgefield, to go on the next agenda

26/69. Report from Andrew Brown, District Councillor - Report from Cllr Steffan Aquarone sent to Councillors on 14th May

26/70. FINANCE

- (a) **To approve the monthly financial statement cash book & budget, Bank statements & Bank Reconciliation, emailed to Councillors on 9th May 2026.**

On a PROPOSAL by Cllr JC, SECONDED by Cllr JG it was AGREED to approve the cash book, budget and acknowledge bank statements. Bank Reconciliation signed by Chair

(b) To approve the following payments and receipts

Payments

21/04/2026	£758.56	NNDC	Return of remaining S106 funds
23/04/2026	£4.80	HMRC	PAYE Clerk
28/04/2026	£341.37	A Yacoubian	April pay
30/04/2026	£7.00	Unity Trust	Service charge

Receipts

09/04/2026	£368.49	HMRC	VAT refund
30/04/2026	£4,500.00	£8,513.52	NNDC Precept

On a PROPOSAL by Cllr JG, SECONDED by Cllr CC it was AGREED to approve the payments and acknowledge receipts, all invoices are sent to Cllrs before authorisation of payment by BACS

(c) To approve the Certificate of Exemption 2025-26

As the payments and receipts of the Parish Council were below £25,000, on a PROPOSAL by Cllr JG, SECONDED by Cllr JC, it was AGREED to declare the Parish Council exempt from external audit for 2025/26, the Certificate of Exemption was APPROVED and signed.

(d) To receive the internal auditor's report

The internal auditor's report was read and recommendations were noted and actions have been taken to resolve issues.

(e) To approve an internal auditor for 2026-27

On a PROPOSAL by Cllr JG, SECONDED by Cllr JC, it was AGREED to appoint Jo Boxall to conduct the Internal Audit for 2026-27

(f) To approve the Annual Governance Statement 2025-26

On a PROPOSAL by Cllr JC, SECONDED by Cllr JG, the Annual Governance Statement was APPROVED and signed.

(g) To approve the Accounting Statements 2025-26

On a PROPOSAL by Cllr JG, SECONDED by Cllr JC, the Accounting Statements were APPROVED and signed.

(h) To agree the period of Notice for the Exercise of Public Rights (3rd June 2026 – 14th July 2026)

On a PROPOSAL by Cllr JG, SECONDED by JC it was AGREED on the period of Notice for the Exercise of Public Rights

26/71. Planning - PU/26/0862 - Edgefield - Blackhall Farm, Chapel Hill, Edgefield

Change of use of agricultural building to 6 No. dwelling houses (Class C3) and building operations reasonably necessary for the conversion – Cllr A Brown will look into this. EPC will object due to the Road being 60mph at the location entry onto Norwich Road

26/72. To receive an update on The Pond

Emails received from Carl Sayer

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Expected expenditure

Excavator (3 Quotes)

Tractor and trailer

Equipment

Waders, sacks, containers, rakes

Section 137 allowance

The appropriate sum for Section 137(4) of the LGA Act 1972 for Parish Councils in England for 2026/27 is £11.60

Electorate for Edgefield 2023 is 387

387x£11.60 - £4489.20

We must have a proper resolution

It was RESOLVED that expenditure for dredging and maintenance of the village pond and associated drainage ditches be incurred under the powers contained in **Section 10 of the Open Spaces Act 1906** and **Section 260 of the Public Health Act 1936**.

Clerk to obtain 3 quotes for an excavator (CC to get a quote, Clerk to request details of an operator from Carl Sayer and a parishioner present at the meeting)

26/73. To update on SAM2 – An advert has been put in the June CVN for someone to move the speed cam and occasionally download the data. We shall wait to see if there is a response and if not place adverts around the village.

26/74. Update on any Highways issues – email received from resident regarding speeding on Ramsgate Street, it was suggested that parishioners make signs and put them up on their own premises to deter speeding. It was noted that the People Crossing has not yet been put in place. Clerk to chase Highways about the People Crossing sign and other issues.

26/75. **Reminder** for Parish Councillors to check their Register of Interests. Clerk to reissue re-mail to Councillors

26.76. Clerks Report – Training Policy, Privacy Statement Policy,

26/77. To agree date of the next meeting – 15th June 2026,

26/78. To Close the Meeting – meeting closed at 20.17pm

Signed as a correct record by:

date: