

**MINUTES OF THE ANNUAL GENERAL MEETING OF OVINGTON PARISH COUNCIL HELD ON
5th OF JUNE, 2025 AT 7:52 pm.**

Present: Cllrs David Welsted (DW), Pete Bate (PB), and Jeremy Woods (JW).

In attendance: The clerk and one members of the public

1173. Election of Chair and Vice-Chair and signature of acceptance of Office

DW proposed KW to be Chairman. Seconded by JW and agreed unanimously
JW proposed PB to be Vice-Chair. Seconded by DW and agreed unanimously
PB signed his acceptance of office, co-signed by the clerk. Chairman KW will sign her acceptance of office at the next meeting.

1174. To receive any apologies

Apologies were received from Cllrs. KW and TB.

1175. To accept any declaration(s) of interests

None

1176. To accept and sign the minutes of the Parish Council on March 19th, 2025

JW proposed to accept the minutes, seconded by DW and agreed unanimously.
They will be signed at the next meeting.

1177. Matters arising from the minutes of the last meeting (not already included on the agenda)

The clerk updated the council on the bank charges and stated that there will be an item on the next agenda to discuss and decide switching banks as the monthly fee is unavoidable.

1178. To review and approve the following documents:

Asset Register

General Risk Management

JW proposed to accept the documents. Seconded by DW and agreed unanimously

1179. End of Year Financial Matters

- To receive the internal auditor's report and Financial Summary for 2024/25
Received and noted
- To consider whether to sign the Certificate of Exemption and if so to authorize the clerk and Chairman to sign
PB proposed to sign the Certificate of Exemption. Seconded by JW and agreed unanimously. It was signed by the PB and clerk.
- To consider the assertions on the Annual Statement of Governance 2024/25 and to authorize the clerk and Chairman to sign.
DW proposed to sign the statement. Seconded by JW and agreed unanimously. It was signed by PB and the clerk
- To consider and approve the Annual Accounting Statement 2024/25 and authorize the Chairman to sign.

PB proposed to approve and sign the statement, seconded by DW and agreed unanimously. It was signed by PB.

- To confirm the process by which electors may exercise their rights of inspection of Annual Return
Confirmed

All AGAR documents will be available on the website shortly.

1180. Correspondence

- The councillors received an update from the clerk on the Glebe Land Lease. The lease has been finalised and we are just awaiting the final signed copy.

1181. To consider the view of the Council about the following planning issues

- **Any planning applications:**
None
- **Any time limited planning applications**
None
- **Planning response by delegated powers:**

REFERENCE: PL/2025/0423/VAR

PROPOSAL: Variation of Approved Plans to the Holiday Units to facilitate the blocking up of an existing opening onto the adjacent Barton House and creation of opening in East Elevation into the internal courtyard of Holiday Unit 1. Details & Joinery to match elsewhere as previously approved under 3PL/2017/0020/LB

APPLICANT: Ms M Girling

DECISION: Granted with Conditions

DW informed the Council that a stop order has been issued to Otterwood Farms to cease the recent usage as a caravan site. Breckland Council are investigating. The Farm seems to be obeying the stop order.

1182. Payment of Accounts and precept update

Payments Received

- Breckland Council (precept) £2,829.00

Payments to be made

- A Baker (Internal Audit) £60.00
- Insurance £312.03
- Ovington Oracle £255.00
- Bank Service Charge £4.25
- Clerk's expenses £29.08
- **Ovington Parish Trust £430.00**
 - Please may the minutes show that this transfer of charity funds should have been done in the financial year 24/25 but was missed due to a clerical error. This has been noted on the AGAR and will be mentioned again in the 25/26 AGAR. There will be another transfer of Charity Funds completed in the latter half of 25/26 as this financial year's transfer.

1183. To discuss and decide if Ovington Parish Council wish to pursue obtaining two councillor signatories on the bank account.

PB proposes to defer this item to the next meeting. Seconded by DW and agreed unanimously.

1184. Any Highways or Village Issues

Ongoing potholes

20 is Plenty campaign. Rather than a door to door survey, DW informed the council that he plans to put a survey in the Ovington Oracle to see if the village would like the Parish Council to campaign to Highways that the speed limit be dropped to 20 mph through the village. DW to present this idea further at the next meeting.

1185. Community Table update

There has been no interest in anyone to run the community table.

1186. To discuss and decide if Parish Council meetings should go to once a month

PB proposes to remain with once every other month meetings. Seconded by DW and agreed unanimously

1187. Future Business including website hosting provider

JW has passed the website activity on to TB

Authorisers for bank

Community Table

20 is Plenty campaign

1188. Date of Next Meetings: Date of Next Meetings: 16th July, 17th September, 19th November, 2025

A member of the public asked if there are any updates on the hedge taken out. The clerk informed them that there haven't, but we will follow up with highways on this issue. The member of the public informed the council that the 30 mph sign had been reposted.

Ovington Parish Council would like to extend our sincere thanks to Mr. Jeremy Woods for his hard work and dedication during his time as a councillor. Jeremy's commitment and contributions over the years have been greatly appreciated and have made a lasting difference to the community. He will be greatly missed.

The meeting ended at: 20:14