

**Keswick and Intwood Extraordinary Parish Council Meeting on the 11th of January 2023.
Minutes of the Meeting held at the Reading Room, Keswick at 19:00.**

Present: Janet Hill (JH) (Chair); David Vail (DV); Marguerite Russell (MR); Kevin Hanner (KH) and Monica Warmerdam (MW).

Also present: Samantha Henry (Clerk).

Apologies were received from: Sue Hendrey (SH).

2023/01. To consider apologies for absence: Apologies were received and accepted for Councillor Hendrey.

2023/02. Declarations of Interest: a) in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this Agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this Agenda: there were none.

2023/03. Finance:

- *To agree invoices for payment in accordance with the budget:* the following cheques were signed at the end of the meeting by JH & KH: SLCC £80.00 (Cheque 100641); Arthur J. Gallagher Insurance Ltd £837.00 (Cheque 100642); HR Payment £176.40 (Cheque 100643); HR Payment £705.02 (Cheque 100644). It was noted that the payment for the insurance was above the budgeted amount for the year (which was £680.00). Councillors had agreed to pay for the insurance for the coming year (2023), but the Clerk would investigate alternative insurance companies for the following year (2024).
- *To discuss and agree the budget for the 2023/24 financial year:* the draft budget was discussed. It was noted that the general reserves were higher than would be expected for a parish the size of Keswick & Intwood, however JH highlighted that it was expected that legal advice would be required in the forthcoming years regarding developments. Also discussed was the relationship between the reading rooms, the reading room committee and the Parish Council as there was some confusion regarding the Parish Council's obligations. Further investigation regarding the current lease would be conducted over the next few months in order to clarify the situation. The draft budget of £6535.00 for the 2023/24 financial year was agreed.
- *To discuss and agree the parish precept for the 2023/24 financial year:* it was agreed that the precept amount requested from South Norfolk District Council for the 2023/24 financial year would be £6000.00. The remaining budgeted costs would be paid for using general reserves.

The meeting closed at 20:25.

Signed: 

