

Wilby Parish Council

Minutes from the Annual Meeting of Wilby Parish Council held on Thursday 14th May 2026 at Wilby Coronation Hall at 6.30pm.

MINUTES

Attendees: Cllr Lee, Cllr Ball, Cllr Banks, Cllr Cross, Cllr Regis and three members of the public.

1. Election of the Chairman: Nomination of Cllr Lee, proposed & seconded. Three in favour; One abstention. Approved.

2. Election of the Vice-Chairman: Nomination of Cllr Cross, proposed & seconded. All in favour; approved.

3. Apologies for Absence: Cllr Brown and Cllr Linder.

4. Election of Council Representation:

SALC - None

Planning Lead - Cllr Lee. Proposed and seconded; approved.

Tree Warden - Julian Roughton has moved from the area but promised to monitor the newly planted oak trees on London City Road. None.

Village Hall Liaison – Cllr Cross. Proposed and seconded; approved.

5. To resolve that the minutes of the meetings of the council held on 8th May 2025 and 12th March 2026 are a true and correct record

Minutes approved.

6. To receive progress reports for information on the following:

(a) Highways

- i. Village gates including road markings – Cllr Lee: no progress since the last meeting

(b) VETS, Defibrillator and Training

- i. Cllr Lee has requested training but no response from Community Heartbeat.

Action: Cllr Lee to follow-up on emails with Community Heartbeat Trust regarding training.

(c) Village Hall Committee

- i. Cllr Cross gave a thorough update about the village hall trustees and committee.

Action: Cllr Lee to attend the next village hall committee meeting with Cllr Cross.

(d) War Memorial

- i. Cllr Banks updated the council with the results of the recent public consultation: 14 respondents out of 250 in the parish (5.6%). 9 out of 250 in favour (3.6%). Cllr Lee proposed that the council have not been given a mandate by the parish to proceed. Seconded and all in favour. Approved.

Action: Cllr Banks to contact Mr Flounder regarding the outcome from this Parish Council meeting.

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Meeting closed at 19:42 (due to late start at 19:00 instead of 18:30).
A member of the public spoke regarding the war memorial.

Annual Parish Meeting held (see separate agenda and minutes).

Meeting resumed at 20:03.

7. Finance

- (a) To approve Finance Report
 - i. Budget to Actual – bank
 - ii. Balance

Cllr Ball talked the council through the financial position at the end of the financial year.

Action: Cllr Ball to check the financial regulations policy to determine rules for reserves.

Action: Cllr Ball to investigate how reserve funds can be invested to generate interest.

- (b) To authorise payments listed below:
 - i. SALC £183.22 – approved.
 - ii. PKF £96.00 – approved.
 - iii. Brunby Newsletter £26.00 – approved.

- (c) To receive payments listed below:
 - i. MSDC Precept - £3398.87 – noted.

8. To review/approve council's Standing Orders, Financial Regulations and Internal Controls, Risk Assessment, IT Policy and Data Protection Policy

All approved.

9. Assets Register Review – approved.

10 . Appointment of Heelis & Lodge for Internal Audit – approved.

Meeting close

Next meeting Thursday 4th June at 7pm

**Cllr Helen Ball
Wilby Parish Council**