

## **Meeting of Nordelph Parish Council on Wednesday 2<sup>nd</sup> October 2013 @ 7.00pm @ Nordelph Village Hall**

**Committee Members:** Cllr. M Harwood, Cllr. D Gott, Cllr. R Bailey, Cllr. B Bushnell, Cllr. R Stannard, Cllr. G Cosson, Cllr. Jones, Cllr. Balls, Cllr. Slow

**Those Attending:** Cllr. M Harwood, Cllr. B Bushnell, Cllr. Stannard, Cllr. Bailey, Cllr. Gott, Cllr. Cosson, Borough Cllr. Spikings, Borough Cllr. Pope

**Public:** PCSO Writer, PCSO Watson

**Apologies:** Cllr. Jones, Cllr. Slow, Cllr. Balls, County Cllr. Humphrey

### **1. Welcome**

1.1 The Chairman welcomed everybody to the meeting.

### **2. Apologies**

2.1 There were apologies as listed above.

### **3. Declarations of Pecuniary Interest**

3.1 There were no declarations of pecuniary interest made.

### **4. Public Forum**

4.1 There were no members of the public present.

### **5. To confirm & sign the minutes from the last meeting**

5.1 The Minutes of the last meeting were signed as a true record of the meeting. Proposed by Cllr. Bushnell, seconded by Cllr. Stannard.

### **6. Matters arising from the Minutes of the last meeting**

6.1 A cheque for £50.00 had been received from Cllr. Harwood.

6.2 Cllr. Harwood has spoken with the VH committee regarding the boat mooring outside the village hall.

### **7. Village Hall**

7.1 A copy of the Village Hall's insurance schedule is awaited. There is the possibility that some of the covers needed by the village hall could be duplicated on their policy which the PC policy already has for free. On going.

7.2 Following Alan & Jenny Wells' resignations, a temporary Chairman and Secretary have been found.

### **8. Police Matters**

8.1 PCSO Writer and PCSO Watson were in attendance. Twelve calls had been received over the month, 6 of them crime related, domestic assaults, thefts and x2 cannabis related.

8.2 The Clerk had been contacted by Environmental Health regarding two builders' fires at the new development along High Street.

8.3 Cllr. Pope reported that there have been recent thefts of livestock locally i.e. swans, ducks & pigs. He reminded councillors to remain vigilant.

8.4 The surgery on Sunday 20<sup>th</sup> October has been cancelled. Clerk to email the SNT @ Downham to see what their plans are following PCSO Millburn's departure.

PCSO Watson & PCSO Writer left the meeting at 7.06pm.

### **9. BCKLWN Issues**

9.1 The Village Hall Committee to be nominated for the Mayor's Civic Awards for Voluntary Service 2013 for the conversion of the Youth Club at Nordelph Village Hall.

**10. Cemetery**

10.1 All 3 sides of the hedge at the back of the cemetery to be cut by Holly Landscapes in October 2013 at a cost of £120.00 + VAT.

10.2 Quote from Holly Landscapes for the removal of the hedge between both sets of gates = £375 + VAT – this includes the removal of the hedge and the grinding out of the stumps. This was accepted on a proposal from Cllr. Cosson, seconded by Cllr. Bushnell.

10.3 Clerk & Cllr. Harwood to meet at the cemetery to assess some trees.

**11. Norfolk County Council issues**

11.1 A further letter from NCC regarding their budget and savings proposals for 2014/17 was noted.

11.2 Nothing further to report this month regarding the proposed new cycle path.

11.3 Clerk continuing to make enquiries regarding the installation of a culvert for F/P 7.

11.4 Clerk to pass on areas needing attention to Highways Rangers visit w/c 11<sup>th</sup> November.

11.5 Clerk to request the repainting of the '40' sign on the A1101 on the Outwell Road when approaching Nordelph from Outwell.

11.6 Highways had declined to reduce the speed limit along Silt Road near to the Coronation Avenue turning as there have been no accidents reported in this vicinity and therefore does not meet their criteria for warranting a reduction in speed limit. Clerk to reiterate to Highways that this particular area is close to a children's bus stop, statistics prove that if a child is hit by a passing vehicle at 40mph it will be killed outright, if the speed is reduced to 30mph the child has a chance of surviving. The speed limit has been reduced outside Downham High School to 20mph. The bus stop along Silt Road is extremely close to the road, on a narrow path, up against a brick wall so there is no verge for the children to step back onto if necessary. On going.

**12. Planning**

12.1 Planning application 13/01303/F Single storey extension to dwelling at House at Birchfield Farm, Birchfield Road, Nordelph – approved by NPC. BC's decision awaited.

12.2 No nominations were given for the Mayor's Design Awards 2013.

12.3 Clerk was asked to make enquiries with BC Planning Dept. regarding planning application 10/00933/F erection of 6 terrace houses at High Street, Nordelph – the properties appear to have been built very close to the High Street.

**13. Finance**

13.1 All payments on this month's agenda were approved.

Norfolk Parish Training	£105.00	Training

13.2 All were in favour for the purchase of NALC's new book, 'Local Councils Explained' @ £49.99. Clerk to action.

13.3 The bank statements were viewed by Cllr. Gott & Cllr. Bushnell.

**14. Correspondence**

14.1 No correspondence this month.

**15. Allotments**

15.1 It was noted that 5 registers of interest have been lodged with the Clerk regarding having a garden allotment.

**16. Council Affairs**

**16.1 Management of the Nordelph Website**

On a proposal by Cllr. Gott, seconded by Cllr. Bushnell it was agreed for the Clerk to instruct Emneth Design to set up a new dedicated PC website for minutes and agendas etc at a cost of £400 plus an annual hosting/server fee of £66. It would cost roughly £5.00 each time an agenda/minutes are uploaded onto the website. All were in favour. Clerk to ask Andy Morrison to speak with John Jaworski initially regarding how NPC would like the website to work/look.

**16.2 Operational Risk Assessment**

Following a request from Mazars after this year's audit, the operational risk assessment had been updated to include 'how the risks identified are going to be mitigated'. All were in favour.

**16.3 Clerk's Remuneration**

As of the 1<sup>st</sup> April 2013 the government agreed a pay increase of 1% for local government staff, the first pay increase since 2009. The Clerk's hourly rate to increase to £11.665/hour (scale point SCP 26) – back pay from this date to be on November payments list – 8 months x .665p/hour = £85.12. If the Clerk qualifies as a Cilca trained Clerk, pay to increase to SCP 27, £12.52/hour.

**17. Agenda items for the next meeting**

17.1 2014 Meeting Dates.

17.2 Cllr. Gott gave her apologies for November's meeting.

There being no further business, the meeting closed at 8.17pm.

The next meeting will be on Monday 25<sup>th</sup> November 2013 @ 7.00 pm.

Signed..... Date .....