

# NORDELPH PARISH COUNCIL

**DRAFT Minutes of the meeting of Nordelph Parish Council, Monday 11 April 2016 at the Village Hall at 7.00pm**

**Committee Members:** Councillor D Gott, Councillor R Stannard, Councillor G Cosson, Councillor Balls, Councillor Free, Councillor Hoy

**Those Attending:** Councillor Stannard, Councillor Gott, Councillor Balls, Councillor Free, Borough Councillor Pope

**Public:** 1

**Apologies:** Borough Councillor Spikings, County Councillor Humphrey

## MINUTES

### 1. Welcome

1.1 The Chairman welcomed everybody to the meeting.

### 2. Apologies

2.1 Apologies were given as above and accepted.

### 3. Declarations of Pecuniary Interest & requests for dispensations

3.1 No declarations of pecuniary interest were made and no dispensations were required.

### 4. Public Forum

4.1 No members of the public present wished to address the council as part of the Public Forum.

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

5.1 It was resolved to accept & sign the Minutes of the last meeting as a true record of the meeting.

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

6.1 There were no matters arising from the Minutes of the last meeting.

### 7. Internal Council Affairs

7.1 It was resolved for the Clerk to investigate the feasibility and costs involved for the possible purchase of a defibrillator for installation at the British Telecom kiosk along the High Street.

7.2 The Clerk reported that the parish council's staging date for Pension Auto Enrolment is November 2016. A suitable pension provider needs to be sourced. On going.

### 8. Finance

8.1 All were in favour to pay the outstanding payments since the last meeting.

Nordelph Parish Council					
Payments for authorisation since the last meeting					
Payee	Net	VAT	TOTAL	CHO NO.	SUPPLIER/SERVICE
Kate Bennett	186.64	0.00	186.64	d/d	Wages
Kate Bennett expenses	18.17	1.29	19.46	100523	Mileage, stationery, stamps
NorfolkALC	118.63	0.00	118.63	100524	Annual subscription
Westcotec	21.51	4.29	25.80	100525	January, February & March street light maintenance
Emneth Design	20.00	0.00	20.00	100526	Website update service - November, Jan, Feb & March
	<b>364.95</b>	<b>4.29</b>	<b>370.53</b>		

8.2 Income since the last meeting was noted at £0.00.

8.3 The bank statements were viewed by Councillor Free and Councillor Gott.

### 9. Village Hall

9.1 It was noted that repairs to the village hall windows and door are due to commence on Thursday 14 April 2016.

9.2 It was resolved to consider looking at other possible forms of income for the unused space upstairs at the village hall in a bid to provide income long-term to help maintain the village hall. Clerk to determine if the Youth Club still have any financial interests here. It was suggested that producing an inventory might be a good idea.

9.3 Final bank statements for the two village hall accounts for the year ending March 2015 were noted. One had a balance of £9982.40 and the other £2052.37. Clerk has a copy of the 2014 2015 Accounts for anyone interested.

9.4 It was resolved for the parish council to take over the British Telecom monthly line rental and broadband charges at the village hall at a cost of £26.99 per month (line rental, no inclusive calls and 10GB of Broadband – 2

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year contract). It will be necessary for the parish council to have Wifi at the village hall as in June the Borough Council of King's Lynn and West Norfolk will stop providing paper copies of plans for consideration at meetings.

## 10. Police Matters

No report.

## 11. BCKLWN Issues

No report.

## 12. Cemetery

No report.

## 13. Norfolk County Council issues

13.1 It was noted that further resurfacing works to Silt Road will be carried out during the May half term.

## 14. Planning

14.1 As of 1 June 2016, the Borough Council will no longer be sending paper plans for planning applications. The parish council will be consulted electronically.

## 15. Correspondence

15.1 A request for a donation from Magpas was noted.

15.2 A newsletter from Came & Co. was circulated.

## 16. Footway Lighting

No report.

## 17. Agenda items for the next meeting

- Increase in parish council members
- To consider the purchase of a defibrillator for the village
- Pension Auto Enrolment
- To consider possible rental of the upstairs at the Village Hall
- Wifi at the village hall
- To approve the 2015 2016 End of Year Financial Accounts
- To complete and sign the Statement of Governance in the Annual Return from Mazars LLP

There being no further business, the meeting closed at 7.45pm.

The next meeting will be the *Annual General Meeting* on Wednesday 18 May 2016 at 7.00pm.  
All to meet at 6.30pm at the cemetery to carry out a risk assessment on the headstones.

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