

## **Meeting Minutes of Nordelph Parish Council**

**Monday 23<sup>rd</sup> August 2021 at 6.30pm held at Nordelph Village Hall, Birchfield Road (draft)**

**Parish Councillors present: Danielle Gott (Chair), John Balls, Pete Gray, Bryony Russell-Smith and Sarah-Jane Capsey. Also present: Kate Bennett (Parish Clerk), Colin Rose (Borough Councillor) and one member of the public**

**Apologies: Steve Waters, Cate Waters, County Cllr Chris Dawson and Borough Cllr Vivienne Spikings**

Sarah-Jane Capsey signed her Declaration of Acceptance of Office Form and passed her Register of Interests Form to the Clerk.

### **MINUTES**

#### **1 Welcome**

The Chairman welcomed everyone to the meeting.

#### **2 To consider and approve apologies for absence**

Apologies were given as listed above and the reasons for such approved.

#### **3 To declare pecuniary interests & consider any requests for dispensations**

Councillor Capsey declared an interest in Item 12a) on the agenda; tree T13 in the cemetery.

#### **4 Open Forum for public participation (15 minutes only)**

The member of public present did not wish to address the Council during the Public Forum.

#### **5 To invite any members of the public present interested in the casual vacancy to introduce themselves**

No report.

#### **6 To approve the minutes of the meeting held on 5<sup>th</sup> July 2021**

It was resolved to accept the Minutes of the last meeting as a true record and these were signed by the Chairman.

#### **7 Clerk to report any outstanding issues not on this month's Agenda, if necessary**

- a) Clerk to forward Enforcement issues in the parish to Colin Rose for his investigation i) the siting of x2 mobile homes at a commercial site on Silt Road and ii) the siting of a mobile home at a property at Birchfield Road.

#### **8 Parish Matters**

- a) A defibrillator and cabinet have been purchased and installed at the Village Hall on the High Street. Training will be available for any resident interested; please contact the Clerk. The defibrillator is registered with the East of England Ambulance Service. It was resolved for a letter to be sent to all residents to advise them of the defibrillator now available for public use at the Village Hall.
- b) It was resolved to approve expenditure of up to £500.00 + VAT for the purchase of wheelie bin housing to house a litter bin for the Staithe. The cost to empty weekly is £3.56.
- c) It was resolved to approve the Emergency Plan for the parish; Clerk to publish on the website and send a copy to Norfolk County Council.
- d) Councillor Gott agreed to retrieve the SAM2 sign from the last volunteer.

## 9 Finance

- a) It was resolved to approve the outstanding payments since last meeting as listed below.  
Councillor Gray and Councillor Gott to authorize after the meeting.

Supplier	Price	VAT	Total	Type of payment	Description of service/supply
wel medical	1,250.00	250.00	1,500.00	EP	Defibrillator and cabinet (already paid)
Emneth Design	31.50	0.00	31.50	EP	Quarterly website update service fee
Kate Bennett - expenses	110.92	0.00	110.92	EP	Mileage, mobile, broadband, photocopying, electricity etc.
HMRC	14.60	0.00	14.60	EP	Month 4 PAYE contribution
Scott Electrical Services	100.00	0.00	100.00	EP	To install a power outlet and install defib unit/cabinet
sse	10.02	0.49	10.51	dd	July energy charges
sse	9.87	0.48	10.35	dd	June energy charges
British Telecom	47.45	9.49	56.94	dd	July phone line and broadband service for the village hall
	<b>1,574.36</b>	<b>260.46</b>	<b>1,834.82</b>		

- b) The Current Account balance as at 20<sup>th</sup> August 2021; £10,198.73
- c) Income received since last meeting; £4,356.48 reimbursement of monies from the Village Hall Committee.
- d) It was resolved to make a donation of £25.00 to Magpas Air Ambulance (s137 of the Local Government Act 1972).
- e) It was resolved to approve expenditure of £100.00 to PSC Support (Primary Sclerosing Cholangitis) in memory of ex-Councillor Paul Dawson (s137 of the Local Government Act 1972).

## 10 Village Hall matters

- a) It was noted that the cavity to the rear of the village hall has now been filled.
- b) It was noted that all volunteer groups working on behalf of the parish council are covered by the parish council's insurance policy; the parish council needs to formally accept them as volunteers and record this in their Minutes which means they accept responsibility for their duties, they will then be insured automatically as employees of the parish council under their Employers', Public and Personal Accident Liabilities cover. This applies to any volunteers working in the Community Garden at the village hall; the parish council accepts them as their responsibility in carrying out their duties.
- c) Councillors Gott and Gray wished it to be minuted that they were disappointed to learn that the Village Hall Committee has decided not to publicize the minutes of their meetings. They feel very strongly that the village hall is a public resource and is funded through public money and donations and as such the Committee should be 100% transparent to anyone wishing to know any information. They feel the Village Hall Committee should share information with the community that supports the village hall. As committee members and trustees they act on behalf of and in the interests of the village hall charity and the inhabitants of Nordelph to which the village hall and playing field were left in trust.

## 11 To discuss Cemetery issues

- a) It was resolved to approve expenditure to CGM Group of £975.00 + Vat to fell ash tree (T13) in the cemetery in March/April 2022.
- b) A request for a wooden book-shaped memorial for the cemetery was considered; it was resolved to request the applicant reconsiders their proposals for something more traditional and in-keeping with the current memorials within the cemetery.

## 12 To consider any planning matters since last meeting

- a) Planning Application 21/01449/F a boat landing stage at Swan Cottage, Birchfield Road; supported by the parish council.

- b) Application permitted by the Borough Council for a two storey side extension, car port and rear extensions at East of Balihill, Birchfield Road.
- c) Application permitted by the Borough Council to construct a landing stage at Chestnut Cottage, Birchfield Road.
- d) Application permitted by the Borough Council to replace a landing stage at Seamh Cottage, Birchfield Road.

**13 To discuss Norfolk County Council issues**

- a) The Clerk has a meeting with the Highways Engineer this week to discuss the road layout at the top of Silt Road (Welney end) and to discuss the replacement of cats eyes.

**14 To receive a report from the Borough Council**

- a) Colin Rose agreed to follow up two enforcement issues in the parish currently outstanding.
- b) It was noted that the Borough Council are not in support of the incinerator for Wisbech.
- c) Grant funding for a new hospital in King's Lynn continues.

**15 To receive a report from County Council: no report.**

**16 To note any Police issues**

- a) The next Safer Neighbourhood Action Panel meeting will take place on 25<sup>th</sup> October, venue to be advised.

**17 To consider Agenda items for the next meeting**

- 1) To co-opt a councillor
- 2) To appoint a new volunteer to run the SAM2 sign
- 3) To discuss the Community Garden
- 4) Highways; Silt Road layout and cats eyes
- 5) To resolve to purchase a spare battery for the defibrillator
- 6) To discuss training on the defibrillator
- 7) To note any progress with the purchase of a litter bin for the Staithe
- 8) To consider any projects to be included in the Budget for 2022/23

**18** One minute's silence was held in memory of Paul Dawson.

**19 If required to consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed (e.g. personnel issues, tenders for contracts, legal proceedings)**

**20 To note the date of the next meeting**

Monday 4<sup>th</sup> October 2021 at the village hall along the High Street at 6.30pm.

There being no further business, the meeting closed at 8.35pm.

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