

# NORDELPH PARISH COUNCIL

## Council Meeting

Held on Monday 31<sup>st</sup> October 2011 @ 7.00 pm @ Nordelph Village Hall

### Committee Members

Cllr. M Harwood  
Cllr. J Jones  
Cllr. D Gott  
Cllr. R Balls  
Cllr. R Bailey  
Cllr. B Bushnell  
Cllr. G Cosson

### Those Attending

Cllr. M Harwood  
Cllr. B Bushnell  
Cllr. R Bailey

Mr. M Slow of Willow Cottage, High Street – Member of the public

### Apologies

Cllr. Jones  
Cllr. Cosson  
Cllr. Gott  
Cllr. Balls  
PCSO Tracy Milburn

### 1. Welcome

The Chairman welcomed everybody to the meeting.

### 2. Apologies

There were apologies as listed above.

### 3. Declarations of Interest

Cllr. Harwood declared an interest in Item 13 'Parking along High Street'.

### 4. Public Forum

Mr. Slow of Willow Cottage, High Street, Nordelph was in attendance, awaiting discussion of Item 8 on the agenda.

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

The Minutes of the last meeting, which had been circulated, were confirmed and signed by the Chairman. Proposed by Cllr. Bushnell & seconded by Cllr. Bailey.

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

Nothing to discuss that wasn't on this month's agenda.

## **7. Police Matters**

- An email was read out from Norfolk Constabulary alerting Norfolk residents to a police impersonator currently in operation in the county.
- Information on an on-line Police & Crime Survey was circulated to Councillors for their participation, inviting us to share our views on local crime & policing issues.
- Norfolk Constabulary's new telephone number for non-urgent issues was noted. People should now dial 101 to report non-emergency crimes, disorder or anti-social behaviour. 999 should still be dialled for urgent issues/emergencies.
- It was noted that Police had recently taken action at a property in the parish following information passed over to them at a recent Police Surgery.

## **8. Casual Vacancy to be filled**

Mr. Slow had expressed a desire to become a councillor. On a proposal from Cllr. Bushnell & seconded by Cllr. Bailey, Mr. Slow's co-option was agreed.

This still leaves x1 vacancy.

## **9. Councillor/Clerk Joint Training with Emneth PC**

Cllr. Harwood, Cllr. Gott, and the Clerk all attended a joint training session at Emneth Central Hall along with members from Upwell, Emneth & Christchurch Parish Councils on 17<sup>th</sup> October 2011, hosted by NALC. This was 'Initial Training for Clerks & Councillors' covering issues such as the role of the parish council, roles of the councillors, chairman & clerk, code of conduct, powers, records & minutes etc. It was noted that the training was worthwhile & informative.

An invoice from NALC for £37.50 is still awaited to cover the cost of this training.

Standing Orders to be updated regarding our policy on the length of time councillors keep their emails, relating to council issues, in their personal email accounts i.e. all council related emails to be deleted after 6 months or when a matter is resolved or whichever the soonest and to be mindful of the content in their emails taking into account the rules & regulations regarding Freedom of Information.

## **10. Joint Meeting of Local Councils**

Following an email received from Welney PC regarding the next meeting of local councils in January or February of next year, the Clerk to email back to confirm Nordelph PC's continued interest in attending these meetings, preferably on a Monday evening.

## **11. Assets Register**

The current Assets Register needs updating.

It is really for insurance purposes that smaller parish councils require an assets register. The insurers are only concerned with knowing the purchase date and price of equipment so that they can assess the level of cover needed for replacements.

The computer, cemetery gates x 3, railings outside the village hall & the noticeboards need adding to the register.

Property/land is often held at a nominal value of £1.00 – this is often land which belongs to the council but is of little practical use, e.g. the land the war memorial stands on. However the war memorial itself, the stone cross, should be valued at a real value in case of damage as should the village sign for the value of what it cost to purchase, or if that was a long time ago, a realistic value to replace.

Clerk to action. Cllr. Bushnell to confirm the extent of village hall insurance cover.

## **12. Footpath 7**

Mr. Mills at NCC has now supplied a map indicating the exact location for the provision of the new culvert.

Clerk/Cllr. Harwood to email the Middle Level Commissioners to obtain their permission for the Upwell Internal Drainage Board to install the culvert.

## **13. Parking along High Street**

Cllr. Slow, newly co-opted at the beginning of this meeting, declared an interest in this item at this stage of the meeting.

There are two issues here; the first at the top of the High Street near to the bridge on the land owned by Highways and the second a little further down on the land between the telegraph pole and the B.T. phone kiosk owned by the PC.

The first is ongoing. We are awaiting a response from County Cllr. Humphreys on our request to Highways for white lining on this section of the road. Ongoing.

Having now received a services/utilities map from Highways for the section of land owned by the Parish Council, it does not appear that we will be disturbing any pipes/cables if we were to install bollards between the telegraph pole & the phone kiosk, however, the Clerk would like another member of Council to look at these maps to just make sure. A car park sizing spec is still awaited from Highways. Clerk to obtain a quote for x2 plastic signs to be supplied on a pole for concreting in stating 'Property of Nordelph Parish Council, Parking for Village Residents'. Ongoing.

## **14. War Memorial Custodianship**

Cllr. Harwood has spoken with the previous clerk to see if he can recall any mention anywhere of official custodianship of the war memorial, he could not.

Cllr. Harwood also spoke with Peter Newton who is a member of the British Legion (son of Reginald Newton who was believed to have helped with the erection of the war memorial), checked with the Register of War Memorials at the Imperial War Museum, spoken with the War Memorials Trust, spoken with the Conservation Officer at BCKLWN and no-one has a recorded interest in Nordelph's War Memorial and as it is not 'listed', English Heritage will have no interest in it either.

Therefore, after putting up a public notice on both Parish Council noticeboards, the village hall noticeboard (inside), the village website & including a notice in the Bardolph Magazine, if there are no objections by 12 noon on 12<sup>th</sup> December 2011, Nordelph PC intend to officially adopt the war memorial in Nordelph.

## 15. Cemetery

It was noted that the cemetery is generally in good condition. Cllr. Bushnell continues to monitor this. Cllr. Harwood noted that he and Cllr. Balls are happy to remove the heap of dead wood that has accumulated in one part of the cemetery if required.

## 16. Planning

Planning Application 11/01230/F, Extensions & alterations to domestic house & existing single garage & single storey ground floor bathroom to be demolished at Broadwater, Silt Road, Nordelph – it was noted that this application has now been granted planning permission following some amendments to the original plans.

Planning Application 11/01559/F, Construction of one dwelling & garage at land adjacent to the Old Well, High Street, Nordelph – NPC recommended refusal to this application based on the proposed development being too large for the size of the plot and the design not being in keeping with the surroundings.

A letter from Stuart Ashworth regarding the Planning Scheme of Delegation was noted. Clerk to reply to his letter to confirm Nordelph's interest in attending their planning update sessions early in the New Year.

Receipt of the Site Specific Allocations & Policies Development Plan Document was noted. Nothing relevant to Nordelph Parish Council.

## 17. To pass Accounts due

Cllr. Balls	£31.63	Paint & cement for the cemetery gates
Crowson & Wards	£37.68	x2 black ink cartridges

As Cllr. Balls was not present, only one signatory was available to sign the 2 cheques. Clerk to arrange with Cllr. Balls for his signature on these 2 cheques.

The bank statements were made available for viewing. Cllr. Harwood queried why we did not appear to have Sheet 105 available for viewing. Clerk to ask Cllr. Balls to visit the bank and request them to send Sheet 105 as this, to her knowledge, has never been received. We have sheets 104 & 106 but not 105. Ongoing.

An Income & Expenditure spread sheet, prepared by the clerk, year to date, was circulated for councillors' information.

## 18. Correspondence

The Clerk reported to Council the various pieces of correspondence received since the last meeting & it was noted. Nothing urgent or requiring action.

## 19. Village Hall Report

Nothing to report at this meeting as Cllr. Gott was not present.

Diary dates,  
26th November – Drama production.

22<sup>nd</sup> December – Xmas Music Evening.

**20. A.O.B.**

Cllr. Bushnell requested stickers from NCC for wheelie bins along High Street requesting for the traffic to drive slowly. Clerk to action.

Clerk to contact Highways regarding the possibility of making Birchfield Road/High Street a 20mph zone.

Clerk to contact the Well Creek Trust regarding the poor state of the railings running along the river bank along Birchfield Road/High Street.

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

War Memorial custodianship  
Precept  
Parking along High Street.

There being no further business the meeting closed at 8.50 p.m.

The next meeting will be on Monday 12<sup>th</sup> December 2011 @ 7.00pm at Nordelph Village Hall.

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