

# NORDELPH PARISH COUNCIL

## Council Meeting

Held on Wednesday 15<sup>th</sup> February 2012 @ 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  
Cllr. M Slow

### Those Attending

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

Borough Cllr. Spikings  
County Cllr. H Humphrey

### Apologies

Borough Cllr. Pope  
Cllr. Balls  
PCSO Tracy Millburn

#### 1. Welcome

The Chairman welcomed everybody to the meeting.

#### 2. Apologies

There were apologies as listed above.

#### 3. Declarations of Interest

Cllr. Harwood & Cllr. Slow both declared an interest in Item 12 Progress report on the organisation of Parking along High Street & Cllr. Gott declared an interest in Item 11 Provision of a culvert for FP/7.

#### 4. Public Forum

No-one in attendance.

#### 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.

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

Cllr. Gott confirmed that the Village Hall does have full insurance which does not cover the war memorial. The Clerk advised that after consulting with NALC it is, in fact, the responsibility of the Parish Council to insure the war memorial and she shall be obtaining a quote from Council's insurers for such.

Quote from NALC – 'when the memorials were originally erected they were usually funded by public donations and no thought was given to their maintenance. The 1923 War Memorials Act gave PC's the power to maintain the war memorials wherever they were situated. The reality is that no other body is going to look after them so by default it will fall on the PC'. Quote unquote.

## **7. Police Matters**

PCSO Steve Ross had previously advised of a theft of a motor vehicle Wednesday 14/15 December 2011 from High Street, Nordelph.

A newsletter is available on-line of the annual Public Budget Consultation Meeting held on 19<sup>th</sup> January 2012 held by the Norfolk Police Authority.

Notice from Norfolk Police Authority supporting Norfolk County Council's Trading Standards Scam Awareness Month. Drop-in surgeries taking place during the month of February.

Weekly Crime Summaries are being received via email from Downham Market. Anyone wishing to see these should let the Clerk know and she can forward them onto you.

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

Still x1 vacancy.

Mr. Stannard was unable to attend this month's meeting so he is to be invited to the next Council meeting in April & invited to be co-opted onto the Council.

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

Meeting was held in Welney on Monday 13<sup>th</sup> February 2012 & Cllr. Harwood attended. Issues on the Agenda were the Wash Road, LDF, local flooding issues, the localism bill, the proposed Power Recycling Centre at King's Lynn and the proposal from NCC Highways that parish councils could take over some of NCC Highways services such as grass cutting & sign cleaning etc. Clerk to investigate the supplying of a snow plough by NCC to local farmers to help with snow clearing during bad weather & to ascertain the cost of a grit bin. The next meeting will be in Littleport in roughly 6 months time.

County Cllr. Humphrey reported of another proposed joint meeting of local councils for his entire 'ward' suggested for 19<sup>th</sup> March 2012 which he will be chairing at Upwell Village Hall. The Clerk will be emailed separately with the details.

## **10. Assets Register**

The Assets Register is really for insurance purposes. 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.

Items that need adding to the Assets Register are,

War memorial stone cross £20,000 – what would the premium for this be?

Railings outside the village hall, £2,000

X1 litter bin at The Staithe, £30.00

The computer will not be added to the Assets register as it was felt it is very old & worth very little & was donated to Council from BCKLWN some 6/7 years ago.

## **11. Footpath 7**

Upwell Internal Drainage Board have confirmed that they have no objection to the proposed installation of a new culvert at the proposed location. Future ownership & maintenance of the culvert would be with Nordelph Parish Council although annual clearing of the culvert pipe would be carried out by the UIDB.

Four copies of their consent application have been received for Council's completion. The admin/consent fee of £50.00 for the UIDB to process the application was agreed and proposed by Cllr. Cosson & seconded by Cllr. Bushnell.

County Cllr. Humphrey suggested that Council should speak with NCC Bridges Dept. to ensure that they were entirely happy with this project before we proceed too much further. Cllr. Harwood agreed to do this.

Cllr. Gott suggested that Council should receive in writing confirmation from David Mills at NCC that he has made all neighbouring land owners affected by this installation aware of proceedings. Cllr. Harwood agreed to do so.

## **12. Parking along High Street**

Highways have confirmed that they will put a white line down the side of the road to demarcate the edge of the road for us from the top of the High Street on the l.h.s. to the phone box, this will be done in April.

Having now received a services/utilities map from Highways for the section of land owned by the Parish Council a bit further down High Street, 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 standard car park sizing space is 2.5m x 5m.

Clerk has ordered x2 plastic signs, each to be supplied on a wooden post for concreting in stating 'Property of Nordelph Parish Council, Parking for Village Residents'. A price of £45.25 each + VAT.

## **13. War Memorial Custodianship**

Nordelph PC are now the formal custodians of the war memorial and have been registered as such.

#### **14. Cemetery**

Holly Landscapes had contacted the Clerk to advise that some trees in the cemetery presented a possible hazard and needed cutting back and provided a quote of £120.00 + VAT to do the work. Clerk to contact the vicar to advise and pass on quote.

#### **15. Planning**

Three planning training events in February organised by BCKLWN were noted. Clerk to attend.

#### **16. To pass Accounts due**

Clerk's stationery & postage expenses	£66.28
For July, August, Sept, Oct, Nov, Dec & Jan.	

The bank statements were available for viewing.

A letter was signed and to be sent to Barclays Bank to ask them to increase the standing order to Mhb Lighting Ltd. from £6.88 pcm to £7.24 pcm.

#### **17. Correspondence**

The Clerk reported to Council the various pieces of correspondence received since the last meeting & it was noted.

An email dated 26 January 2012 from Andy Wallace, NCC Highways confirmed that Highways are well aware of the issues along Birchfield Road & it is on a list for retread works but due to lack of funding, it is unlikely that the work will be done in 2012. Highways assured us that they will monitor the situation closely in the meantime.

An email had been received from the Village Hall Committee requesting clarity on the relationship between the Village Hall & the Parish Council. Clerk to write back to Alan Wells to try & clarify a little for him.

For the record, it is usual that the Parish Council are custodian trustees to the Village Hall. As such, the PC should hold the deeds to the land (if available) but have no say in the running of the hall. A Management Committee should be established through a Management Agreement known as the 'governing document'. This Management Committee will usually consist of representatives from various user groups of the village hall and will normally include at least one representative from the PC. This group deals with all the management, staffing, letting, insurance etc. for the village hall. Even though there is a Management Committee, the PC can still contribute to the finances of the village hall but has no duty to do so.

#### **18. Village Hall Report**

Cllr. Gott circulated a Village Hall Report & highlighted relevant activity.

#### **19. 2012 Meeting Dates**

The proposed meeting dates for 2012 were circulated. Next meeting is Monday 16<sup>th</sup> April 2012, Parish Assembly to take place first.

**20. Allotments**

Cllr. Bushnell to contact Jane Logan again to enquire about the reopening of the allotments.

**21. A.O.B.**

Clerk to contact Highways regarding the condition of the railings along the riverbank. Well Creek Trust have confirmed that they are not their responsibility.

Cllr. Harwood noted that the Clerk's annual appraisal is now due & a contract of employment needs to be issued.

Cllr. Harwood requested Cllr. Cosson's help with the maintenance of the hedge in the cemetery that runs from the new set of gates to the old set of gates.

Cllr. Gott expressed her unhappiness with the letter she had received last month from Nordelph Parish Council to her farm (Straw Hill Farm) regarding HGV traffic and their speeds using the High Street/Birchfield Road. Cllr. Gott felt the letter was implying that the hauliers her farm use were speeding which, she believes, generally they are not and also felt that the letter was inappropriate and was 'naming & shaming' and she felt very strongly about this. Council apologised to Cllr. Gott for any misunderstandings and assured her that the letter was not intended to offend anyone, merely to try & alert HGV drivers to be aware of their surroundings and drive as carefully as they could through the village.

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

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There being no further business the meeting closed at 9.10 p.m.

The next meeting will be on Monday 16<sup>th</sup> April 2012 @ 7.00pm at Nordelph Village Hall.

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