

## **Meeting of Nordelph Parish Council on Monday 12<sup>th</sup> August 2013 @ 7.00pm @ Nordelph Village Hall**

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

**Those Attending:** Cllr. M Harwood, Cllr. B Bushnell, Cllr. Stannard, Cllr. Balls, Cllr. Bailey, Borough Cllr. Pope

**Public:** PCSO Writer, PCSO Watson

**Apologies:** Cllr. Cosson, Cllr. Spikings, County Cllr. Humphrey, Cllr. Gott, Cllr. Jones

### **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. Balls & seconded by Cllr. Bushnell.

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

6.1 Cllr. Harwood & Cllr. Bushnell reported that they had attended the official opening of the Youth Club at the village hall which was also attended by the Mayor. The occasion was a great success.

### **7. Village Hall**

7.1 Following clarification from Metcalfe Copeman & Pettefar, Cllr. Balls was able to provide further information on the Trustees of the Village Hall (as a building) and the Trustees of the Village Hall Committee (as a charity). The Parish Council, as owners of the village hall, is responsible for keeping the village hall in trust for the village and the Village Hall Committee for running it. No Parish Council members are personally liable for the village hall but are collectively responsible for the lease of such. The Village Hall Committee have appointed their own new trustees.

7.2 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.

### **8. Police Matters**

8.1 PCSO Writer and PCSO Watson were in attendance. One crime of ABH had been reported over the last month with a total of 11 calls relating to highways issues, road traffic accidents and missing persons. Other than this there was nothing further to report.

8.2 Cllr. Bushnell enquired about the rules and regulations relating to barking dogs causing a nuisance and PCSO Watson referred him to Environmental Health at BCKLWN.

8.3 Cllr. Harwood enquired about the 2 police cars seen outside a property along High Street a couple of weeks ago. Neither PCSO knew anything about this.

8.4 Cllr. Balls asked if there had been any further complaints from residents regarding drugs misuse in the village. PCSO Watson confirmed that they had not received any further intelligence relating to this recently.

PCSO Watson & PCSO Writer left the meeting.

8.5 The Clerk read out an email from PCSO Bortz regarding speeding along Silt Road and an email from Norfolk Constabulary advising of PCSO Millburn's departure from the force. Both were noted.

## 9. BCKLWN Issues

9.1 Nothing to report this month.

## 10. Cemetery

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

10.2 Clerk to obtain a quote from Holly Landscapes for the removal of the hedge either side of the old gates (the big gates).

## 11. Norfolk County Council issues

11.1 It was noted that the milestone by the bridge had been refurbished by NCC Highways and was back in situ.

11.2 The letter from NCC regarding their budget and savings proposals for 2014/17 was noted and to be an agenda item for the next PC meeting in October.

11.3 Clerk to make enquiries regarding the speed limit along Silt Road, particularly from the top of Coronation Avenue to the Outwell Road. This is a 'B' road but with the amount of residents in the vicinity would like the speed limit reduced to 30mph from 40mph if possible. On going.

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

## 12. Planning

12.1 The Clerk had attended a Briefing Session at BCKLWN regarding the Preferred Options Sites Consultation which forms part of the LDF. With no further large scale development planned for Nordelph there was nothing relevant to report back on. A brief report on the session was given to all councillors.

## 13. Finance

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

Rod Burman	£35.00	Glass door for noticeboard
CGM	£1411.20	Works to willow trees

13.2 Cllr. Harwood reported that Mr & Mrs Jaworski had donated £50 towards the cost of the cutting back of the willow tree neighbouring their property along High Street. Thanks to be recorded to them. Cllr. Harwood to give Clerk a cheque at the next meeting.

13.3 The bank statements were viewed by Cllr. Bailey & Cllr. Stannard.

## 14. Correspondence

14.1 NPC had received a request via the Village Hall Committee for a non-resident of the parish to use the mooring outside the village hall. All councillors present voted against this request. Cllr. Harwood to advise the VH Committee accordingly.

14.2 All councillors agreed for the Clerk to attend a training course in Swaffham at a cost of £105.00.

14.3 An email from Mazars (external auditor) was noted regarding the need to improve the Operational Risk Assessment. Councillors agreed for the Clerk and Cllr. Harwood to deal with this as instructed by Mazars. On going.

14.4 Councillors noted the electronic version of the 'Parish Councillors' Guide' now available on the NALC website.

14.5 Councillors noted the email from Upwell Playing Field Committee regarding the siting of a banner on the village bridge to advertise their car boot. Councillors felt they could not condone this as the bridge was not their property but were happy to offer their noticeboards for the advertising of such with a poster.

14.6 Two emails from Mr. Rumsey were noted. One regarding the reinstatement of the bridge along the footpath at the bottom of Birchfield Road and another regarding flowers for the village. Clerk to reply advising Mr. Rumsey that the reinstatement of the bridge is an on going issue for the PC and further enquiries for flowers/flower beds for the village need to be made.

### **15. Allotments**

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

15.2 The Clerk had asked Maxey Grounds & Co. if they would like the PC to try and determine general parish interest in the garden allotments but Maxey's confirmed back that they did not wish to see any advertising carried out at the present time as they felt it unfair to make false promises which may not eventually be fulfilled. The situation cannot be progressed until a safe access to the allotments has been made and a full & proper site study carried out to determine how many allotments could be made available. This land belongs to the Diocese and is ultimately their decision.

### **16. Management of the Nordelph Website**

16.1 Emneth Design confirmed a new website setup 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. Council felt this would be a good way forward to provide a dedicated website for Parish Council Minutes.

16.2 Clerk to get in touch with Jenny Wells to make enquiries regarding uploading Minutes onto the VH website and how she goes about this.

### **17. Special Projects**

17.1 Suggested projects for the future to be taken into account when looking at the budget for next year are, a new picnic table for the staithe, maintenance of the hedges in the cemetery, repainting of the chickens on the bridge, a new website for parish council minutes, repair of the railings along the riverbank, flowers for the village, the backfilling of the culvert with soil along the footpath at the bottom of Birchfield Road, grit bins for the top of Barroway Drove.

### **18. Clerk's Remuneration**

18.1 The Clerk left the meeting at 8.24 pm. This item to be reported on and minuted at the October meeting.

### **19. Agenda items for the next meeting**

19.1 Nothing at this stage.

The next meeting will be on Wednesday 2<sup>nd</sup> October 2013 @ 7.00 pm.

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