

NORDELPH PARISH COUNCIL

Draft Minutes of the meeting of Nordelph Parish Council, Monday 12th March 2018 at the Village Hall at 6.30pm

Committee Members: Councillor D Gott, Councillor R Stannard, Councillor G Cosson, Councillor Balls, Councillor Free, Councillor Hoy, Councillor Dawson, Councillor Lansdell-Hill

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

Public: 0

Apologies: County Councillor Humphrey, Councillor Lansdell-Hill

MINUTES

1. Welcome

1.1 The Chair welcomed everybody to the meeting.

2. Apologies

2.1 Apologies were given as listed above and approved.

3. Declarations of Pecuniary Interests & requests for dispensations

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

4. Public Forum

4.1 There was no need to suspend the meeting for the Public Forum as no members of public were present.

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

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

6. Matters arising from the Minutes of the last meeting

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

7. Internal Council Affairs

a. It was resolved for the Clerk to investigate further electricity suppliers as the new prices from E.on seemed quite expensive.

b. It was noted that the General Data Protection Regulations that come into effect as of 25th May 2018 will have implications on the parish council. Records of processing and Information Notices need to be drawn up, a Data Protection Officer needs appointing (hopefully via NorfolkALC) and a Data Protection Policy needs drafting and approving. On going.

c. The findings from the Residents' Survey will be discussed at the next meeting. It was resolved for the Clerk and Councillor Dawson to draft a letter/invitation for distribution to residents about creating a Community Speedwatch team for the parish. Letters to be sent out and interested parties invited to attend the Parish Assembly on 2nd May 2018 at the village hall at 6.30pm to discuss.

d. It was resolved with all in favour to request Electoral Services at the Borough Council to instigate proceedings to reduce the amount of parish councillors in Nordelph from nine to eight.

e. An internal auditor for the financial year 2017-2018 has been successfully appointed.

8. Finance

a. It was agreed with all in favour to approve the outstanding payments since the last meeting.

Nordelph Parish Council					
Payments for authorisation since the last meeting					
Payee	Net	VAT	TOTAL	CHQ NO.	SUPPLIER/SERVICE
Employment	389.16	0.00	389.16	dd	
HMRC	38.80	0.00	38.80	100586	PAYE
HMRC	39.00	0.00	39.00	100587	PAYE
Kate Bennett - expenses	63.65	8.45	72.10	100588	Stationery, photocopying, telephone, broadband, mileage
British Telecom	33.59	6.71	40.30	dd	Phone £12, Broadband £15.60 - January
British Telecom	33.59	6.71	40.30	dd	Phone £12, Broadband £15.60 - February
Emneth Design	22.50	0.00	22.50	100589	Website update service
Emneth Design	66.48	0.00	66.48	100589	Website hosting and domain annual fee
Emneth Parish Council	55.00	11.00	66.00	100590	Third share of Role of the Clerk training with NALC
	741.77	32.87	774.64		

b. Income since the last meeting was noted at £825.00 (cemetery fees).

c. The bank statements were considered by Councillor Gott and Councillor Dawson.

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9. Village Hall

- a. No progress has been made yet with costs associated with refurbishing the upstairs to a flat.
- b. It was resolved with all in favour to have a plaque added to a picture that had been gifted to the parish council from ex-Councillor Bailey and to have the picture put up in the village hall on 2nd May 2018 (Parish Assembly).

10. Police Matters

- a. A text message had been received and distributed amongst councillors regarding a suspicious vehicle in West Norfolk suspected of being involved in the theft of scrap metal and/or oil. It was a white Mercedes van bearing German plates index DO WC 1739 and German signwriting. Any sightings to contact the police on 101.

11. Borough Council of King's Lynn and West Norfolk issues

- a. The public consultation on the Borough's draft tree strategy was noted.
- b. The Borough Council is collating a list of Community Car Schemes in West Norfolk. It was noted that there is not one in the parish of Nordelph.

12. Norfolk County Council issues including highways

- a. Clerk to request (again) a visit by the police to Silt Road to monitor the speeding issue here.
- b. The project to try and finish Footpath 7 has ground to a halt with issues over exactly where the boundary is. The footpath does not follow the official map as the boundaries were changed in the late 1960's. This project to be deferred for the time being.

13. Planning

- a. **Planning application 18/00174/O** (amendment), Replacement of Bridge Farm Cottages (two dwellings) with four dwellings at 1 Bridge Cottages, Downham Road, Nordelph. It was resolved with all in favour to approve the layout of this application.
- b. It was noted that following the Planning update sessions hosted by the Borough Council that planning fees will be increased by 20% (there has been no increase since 2012) and the consultation period for parish councils for planning applications will be reduced from 21 days to 14 days. Further information to follow.

14. Correspondence

- a. It was resolved with all in favour to add a link to the *Job Centre Near Me* website from the parish council's website.

15. Agenda items for the next meeting

- Parish Assembly – to discuss the creation of a Speedwatch Team for the parish
- Parish Assembly - to officially accept the picture gifted to the parish council from ex-Councillor Richard Bailey
- Annual Meeting - To accept and approve the 2017-2018 end of year Accounts and complete the Annual Governance Statement

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

The next meeting will be the Parish Assembly on Wednesday 2nd May 2018 at 6.30pm followed by the Annual Meeting at 7pm.

Signed..... Date