

**Meeting Minutes of Nordelph Parish Council
Monday 22nd March 2021 at 6.30pm held online using Zoom (draft)**

**Parish Councillors present: Danielle Gott (Chair), John Balls, Pete Gray, Steve Waters, Cate Waters, Bryony Russell-Smith. Also present: Kate Bennett (Parish Clerk) and Borough Councillor Spikings, Borough Councillor Rose and County Councillor Humphrey and one member of the public
Apologies: Scott Landsdell-Hill, Paul Dawson**

MINUTES

1 Welcome

The Chairman welcomed everyone to the meeting and acknowledged that County Councillor Humphrey is retiring in May 2021; she thanked him for all his help and support over the years and wished him a very happy retirement.

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

No declarations of pecuniary interests were given for any item on the agenda and no dispensations were required.

4 Open Forum for public participation (15 minutes only)

The member of public present did not wish to address the Council. He was present to observe only.

5 To approve the minutes of the meeting held on 1st February 2021

It was resolved to accept the Minutes of the last meeting as a true record. These will be signed at a later stage.

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

The Annual Parish Meeting will be held on 19th April 2021 at 6.30pm via Zoom video conferencing. Joining details will be advertised on the Agenda which will be published at least seven days before the meeting date. Please contact the Clerk if you would like to attend.

7 Village Matters

- a) A different supplier is being sourced to provide a new picnic bench for the Staithe.
- b) It was resolved to update the parish's current Emergency Plan. Clerk to action.
- c) There has been no further progress with the provision of play equipment for the parish. The recent survey provided mostly positive comments relating to the project.
- d) A representative from the Allotment Society reported that the Tree Officer from the Borough Council had visited and confirmed that the eight field willow and elder trees in the middle of the proposed garden allotment land within the conservation area of Nordelph can be felled if permission is obtained from the Diocese. The Diocese has reduced their tenancy agreement negotiation fee from £750.00 + Vat to £500.00 + Vat. This would be for a six-year contract with rental for the first year being free of charge and subsequent years charged at £250.00 per annum. The Allotment Society does not currently have enough funds to pay for this agreement and asked the parish council for assistance with this. Clerk to investigate further and report back at the next meeting with initial suggested costings for the exercise.

Cont/...

8 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.

Nordeph Parish Council					
Payments for authorisation since the last meeting					
Payee	Net	VAT	TOTAL	CHQ NO.	SUPPLIER/SERVICE
Norfolk Parish Training Support	87.50	0.00	87.50	EP	end of 2021 subscription fee (£12.50) and 2021-22 annual subscription fee (£75.00)
Emneth Design	66.48	0	66.48	EP	Annual website hosting fee
Borough Council of King's Lynn	78.52	15.7	94.22	EP	Dog waste bin emptying fee - annual
MT Construction Ltd.	175.00	35	210.00	EP	Dig in car park to find septic chamber and replace lid and concrete into place
Emneth Parish Council	31.00	0	31.00	EP	50% training fees
Kate Bennett - expenses	169.80	1.12	170.92	EP	Mileage, stationery, dog fouling signs, Microsoft annual subscription fee, postage
Kate Bennett - salary	412.36	0	412.36	dd/EP	26 hours
Norfolk Association of Local Councils	125.95	0	125.95	EP	Annual subscription
sse	9.56	0.47	10.03	dd	January energy charges
sse	9.56	0.47	10.03	dd	February energy charges
British Telecom	101.68	20.33	122.01	dd	January-February charges
	1,267.41	73.09	1,340.50		

- b) The Current Account balance as at 28/02/2021 was £14,031.72.
c) There has been £0.00 income since last meeting.

9 Village Hall matters

- a) Community Garden: work is progressing. It was noted that works to a proposed ramp for a disabled access have not yet commenced. Excess rubble retrieved from the garden can be used as hard core.
- b) The financial accounts for year ending 2019/20 have now been returned to the Chairman of the Village Hall from Mapus-Smith & Lemmon LLP. A complete copy of these audited accounts from the accountant is now required by the parish council. A complete set of bank statements from the last three financial years is also required from the Chairman of the Village Hall; this will also allow the new Treasurer of the Village Hall Committee to assume his role. Once this financial information has been received the parish council is happy to pay any outstanding invoices that the Village Hall Committee cannot currently pay due to issues relating to names on their bank account; the Chairman of the Village Hall Committee is due to have a face-to-face meeting with Barclays Bank soon after 12th April 2021 to resolve these issues. Once all these outstanding items have been resolved the parish council will release the £5,000.00 donation to the Village Hall Committee to go towards the village hall structural repairs and damp works.
- c) It was noted that the septic tank has now been located and a new lid installed. Phase 1 of the structural repairs and damp works will commence as soon as the Chairman of the Village Hall Committee has provided the requested financial information to the parish council and their £5,000.00 donation can be released to the Village Hall Committee which will allow them to start works.
- d) It was noted that the Village Hall Committee is applying to the Borough Council for a £10,000.00 grant. Closing date is 30th April 2021.
- e) Three quotes had been received for repairs/installation to two sections of fencing to the rear of the village hall. It was resolved to appoint Area Fencing of Emneth to carry out these repairs at a cost of £605.00 + Vat which the parish council will pay for.
- f) It was noted that the painting contractor is due to attend at the end of March to paint the rear section of the village hall: £1570.00 + VAT to be paid for by the parish council.
- g) It was noted that dog fouling notices have now been erected around the playing field area.

Cont/...

10 To discuss Cemetery issues

- a) Following receipt of three quotes it was resolved to appoint CGM Group Ltd. to carry out tree works in the cemetery at a cost of £800.00 + Vat.
- b) It was resolved to approve the installation of a bench in the cemetery by a parishioner. The parishioner will pay for the bench and for the installation of it and the parish council will then adopt the bench and be responsible for its on-going maintenance.

11 To consider any planning matters since last meeting

Planning application 20/01829/F single storey extension to rear at Beck Lodge, Birchfield Road, Nordelph has been approved by the Borough Council of King’s Lynn and West Norfolk.

12 To discuss Norfolk County Council issues

- a) The sunken drain cover on the A1122 near the car wash has been reported.
- b) The section of carriageway under the noticeboard at the entrance to the village hall which has fallen away from the edge has been reported for repair.

13 To receive a report from the Borough Council

- a) Corporate Performance Panel meetings have now resumed.
- b) The next Safer Neighbourhood Action Panel meeting is on 28th April 2021 at 7pm.

14 To receive a report from County Council

- a) The 2021/22 Budget allows for a £102 million boost for roads and infrastructure and a 3.99% council tax rise to support communities, the economy and the environment. There will be an investment of £28.2m in adult social care and £7m in children’s services.
- b) Norfolk Flooding Alliance has been created in response to winter flooding across the County.
- c) The Norfolk Library Service has been awarded £53,000 to deliver support to people needing to access the first ever online Census.
- d) The number of children in care is down to 994 from a high of 1200 just over 12 months ago.

15 To note any Police issues

Councillor Russell-Smith offered to represent the parish council at future Safer Neighbourhood Action Panel meetings.

16 Agenda items for the next meeting

- 1) To receive a copy of the Village Hall’s audited accounts year ending 2019/20 from Mapus-Smith & Lemmon LLP
- 2) To note any progress with the provision of a new picnic bench for the Staithe and repairs to the front door of the telephone kiosk along the High Street
- 3) To discuss the provision of garden allotments for the parish
- 4) To consider a revised Emergency Plan for the parish

There being no further business, the meeting closed at 8.20pm.

The next meeting will be the Annual Parish Meeting on Monday 19th April 2021 via Zoom at 6.30pm.

An ordinary parish council meeting will follow immediately after the Annual Parish Meeting.

Signed..... Date