

NORDELPH PARISH COUNCIL

DRAFT Minutes of an Ordinary Meeting of Nordelph Parish Council held on Wednesday 11th November 2015 at the Village Hall in Nordelph at 7.00pm

Committee Members: Councillor Gott, Councillor Stannard, Councillor Cosson, Councillor Balls, Councillor Free, Councillor Hoy

Those Attending: Councillor Stannard, Councillor Gott, Councillor Balls, Councillor Hoy, Councillor Cosson, Borough Councillor Spikings, Borough Councillor Pope

Public: 1

Apologies: Councillor Free

MINUTES

1. Welcome

1.1 Cllr. Gott welcomed everybody to the meeting, particularly Borough Councillor Spikings, Borough Councillor Pope and the one member of the public present.

2. Apologies

2.1 Apologies were given as listed above and accepted.

3. Declarations of Pecuniary Interest & requests for dispensations

3.1 Councillor Gott declared a pecuniary interest in *Item 10. To discuss Village Hall Matters*. No dispensations were required.

4. Public Forum

4.1 The member of the public present did not wish to address the council as part of the Public Forum. He was present to discuss village hall matters at *Item 10* on this month's agenda.

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

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

6. Matters arising from the Minutes of the last meeting

6.1 There were no matters arising from last month's minutes that were not on this month's agenda.

The Chairman brought forward *Item 10, To discuss Village Hall matters* to allow the member of the public present to address the council and then leave the meeting should he want to.

The Chairman of the Village Hall Committee reported,

- The 2014 2015 Village Hall Accounts are not quite ready. Once they have been returned from the auditor they will be made available to the parish council.
- The five windows to the front of the hall and the front door are all being replaced week commencing 14th December 2015. They are all UPVC replacements, the windows being a sash type window. Cost £4,300.00 including VAT. A deposit of £1,800.00 has been paid.
- A ramp has been installed at the entrance to the village hall.
- The village hall has two bank accounts. One with a balance of circa £10,000.00 (savings account) and a current account with a balance of circa £2,000.00.
- A grant will be pursued for replacing the rest of the windows at the hall and the fascia. Clerk and Chairman of the Village Hall Committee to action.
- Borough Councillor Pope congratulated the Village Hall Committee, past and present, for being so prudent with their funds.
- Thanks to be recorded to Daphne for her contribution from the Bingo events.
- Bookings are currently from carpet bowls, Bingo and Arts & Crafts.
- The upstairs of the village hall is currently unused. It was refurbished for the youth club but the furniture belongs to the village hall. Councillor Gott suggested it would be a good space to run a small pre-school/nursery as there is adequate outside play space, ample parking and a potentially good catchment with neighbouring Barroway Drove and Three Holes children.

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- A resident had commented that the war memorial at the front of the village hall is in need of a clean and some re-lettering work done to a few names. Clerk and Councillor Stannard to progress.
- The Chairman of the Village Hall Committee was reminded that the parish council is keen to support the village hall in any way it can.
- Councillor Gott reported that during the resurfacing works to the Silt Road, she had negotiated with the contractor, Lafarge, to pay for some loose chippings for use on her farm. The contractor had negotiated separately with the Village Hall to make a donation of £500.00 for use of their car park for residents to use during the resurfacing works. Somehow there was some confusion and the contractor provided the loose chippings to Councillor Gott, free of charge, in return for her to pay the Village Hall Committee the £500.00 for the use of the car park. This was certainly not the agreement Councillor Gott had made but she has struggled to encourage Lafarge to invoice her for the chippings and to pay the Village Hall for the use of the car park. So, Councillor Gott will be paying the Village Hall Committee £500.00.
- Clerk to request a quote from Holly Landscapes for the spraying of the village hall car park to kill the weeds.

7. Internal Council Affairs

7.1 Thomas Bonnett's have completed the village sign and it is in situ. A press release to be sent to 'Your Local' and the 'Lynn News'. Councillor Gott and the Clerk to action.

7.2 The contract for the purchase of the telephone kiosk from British Telecom needs completing and returning to the Clerk. Councillor Free and Councillor Gott to action. To confirm that public liability insurance is provided automatically in respect of any assets owned by the parish council or which they are responsible for maintaining. If the kiosk is required to be covered against damage, it will add circa £4.56 to the parish council insurance premium (this is based on a replacement value of £1,000.00. A replacement value of £5,000.00 would add £22.79). There is a £250.00 excess to any one claim.

7.3 It was noted that the parish council's pension staging date is 1st November 2016. This to be an agenda item for January's meeting.

7.4 It was resolved to add the parish council's standing orders, code of conduct, financial regulations, risk assessments, internal audit plan, insurance certificate and a link to the Borough Council's website to the list of councillors' pecuniary interests to the parish council's website. Clerk to action.

7.5 It was resolved for the Clerk to produce an *Action List* alongside the parish council minutes.

7.6 Proposed 2016 meeting dates were distributed. A couple of amendments to be made and to be redistributed at the January meeting. Clerk to action.

8. Finance

8.1 It was resolved, with all in favour, to pay the outstanding payments since the last meeting.

Nordelph Parish Council					
Payments for Authorisation since the last meeting					
Payee	Goods/ Services	VAT	TOTAL	s/o or chq	Supplier/Service
Kate Bennett	£373.28	£0.00	£373.28	s/o	September & October salary payments
Thomas B Bonnett	£160.42	£32.08	£192.50	100508	Balance for village sign - cheque raised previously on 13/10/15
Kate Bennett expenses	£110.15	£9.63	£119.78	100509	Postage, stationery, Budget training*, NALC Conference*, Dropbox renewal*, mileage, photocopying, Telephone & broadband
Norfolk Parishes Training	£70.00	£0.00	£70.00	100510	Chairmanship training for Cllr. Gott in September
Emneth Design	£23.75	£0.00	£23.75	100511	Website update service
Mazars LLP	£125.00	£25.00	£150.00	100512	Annual external audit fee
Westcotec	£21.51	£4.29	£25.80	100513	July, August & September maintenance
Emneth Parish Council	£70.60	£0.00	£70.60	100514	Councillor training for 4 councillors £17.65/delegate
Holly Landscapes	£1,758.84	£351.77	£2,110.61	100515	Churchyard maintenance March - October 2015
	£2,713.55	£422.77	£3,136.32		

*one third of total payment - shared with Emneth & Upwell Parish Councils

8.2 Income since the last meeting was noted at £0.00.

8.3 Documentation from Barclays Bank was signed.

8.4 Proposed 2016 2017 budget figures had been previously circulated. These were considered and it was resolved, with all in favour, to maintain the precept at £6,500.00 for 2016 2017 and await

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notification from the Borough Council of King's Lynn & West Norfolk on the amount of the council tax support grant for the next financial year.

8.5 Councillor Stannard and Councillor Cosson viewed the bank statements.

9. To discuss Village Hall matters

This item was discussed at the beginning of the meeting.

10. To note any Police Matters

No report.

11. To consider any Borough Council of King's Lynn and West Norfolk Issues

11.1 A briefing session held by the Borough Council of King's Lynn and West Norfolk on Wednesday 5th August provided information regarding the Government requiring local authorities to maintain a 5 year supply of deliverable housing sites. An Inspector has concluded that the Borough does not have a 5 year land supply and therefore all housing applications are to be considered in the context of *sustainable* development and all normal housing supply policies are deemed to be out of date. There is no set methodology for calculating a 5 year supply but it was stressed that this will not mean 'anything goes' – all applications will be considered individually in the context of whether they are *sustainable* or not.

11.2 A letter explaining the threshold for affordable housing was noted.

11.3 It was noted that nominations for the Mayor's Civic Awards are currently being sought.

11.4 Unfortunately the cantilever bus shelter offered free of charge by the Borough will be too big for installation at the bus stop at Silt Road. The overhang is 4foot+, too wide for the pavement.

12. To discuss any Cemetery issues

No report.

13. To discuss any Norfolk County Council issues (inc. Highways)

13.1 The SAM2 sign had been erected along the 40mph zone on Silt Road week commencing 5th October. Data has been retrieved and will be sent to County Councillor Humphrey, Norfolk County Council Highways and the Police to provide hard evidence of the high volumes of vehicles exceeding the speed limit along this stretch of road. Consideration is being given to erecting a pole either side of the village on the A1101 to provide data from this section of road too.

13.2 Clerk to report the dip in Birchfield Road again.

13.3 A letter regarding the re-modelling of services for the future was noted.

14. Planning

14.1 **Planning app 15/00321/F**, Proposed 3 dwellings with the demolition of the existing agricultural barns at land adjacent the Haven, Silt Road, Nordelph – application permitted. Noted.

14.2 **Planning app 15/01172/F**, Construction of replacement dwelling at Rose Farmhouse, Birchfield Road, Nordelph – application permitted. Noted.

14.3 It was noted that nominations are now being sought for this year's Mayor's Design Awards.

15. To consider any General Correspondence

15.1 Two requests for donations were noted.

15.2 Details of the proposed mobile post office times for Nordelph were noted. These have been published on the website. Clerk to put in the noticeboard.

16. To discuss any Footway Lighting issues

No report.

17. Agenda items for the next meeting

- To consider maintenance to the war memorial
- To consider the parish council's pension staging date
- To receive amended 2016 meeting dates

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

The next meeting will be on Monday 18th January 2016 at 7.00pm at the village hall.

Signed..... Date

DRAFT