

NORDELPH PARISH COUNCIL

DRAFT Minutes of the meeting of Nordelph Parish Council, Wednesday 16 November 2016 at the Village Hall at 7.00pm

Committee Members: Councillor D Gott, Councillor R Stannard, Councillor G Cosson, Councillor Balls, Councillor Free, Councillor Hoy

Those Attending: Councillor Stannard, Councillor Gott, Councillor Balls, Councillor Free, Councillor Hoy, Councillor Cosson, Borough Councillor Spikings, County Councillor Humphrey

Public: 5

Apologies: Borough Councilor Pope

MINUTES

1. Welcome

1.1 The Chairman welcomed everybody to the meeting including Peter Wilkinson, President of the Norfolk Association of Local Councils.

2. Apologies

2.1 Apologies were given as listed above and accepted.

3. Declarations of Pecuniary Interest & requests for dispensations

3.1 Councillor Hoy declared a pecuniary interest in *Item 14, Planning Application 16/01721/F*.

3.2 No dispensations were required.

4. Public Forum

The meeting was adjourned to allow members of the public to address members of the council.

4.1 Mr. Wilkinson of NorfolkALC presented the Clerk with her certificate for *Clerk of the Year 2016 for Smaller Councils* and a brief interlude followed to celebrate the Clerk's award and Christmas.

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 the Minutes of the last meeting.

7. Internal Council Affairs

7.1 The Clerk had drafted a proposed letter for consideration by members. This letter is to be sent to the residents of the parish along Silt Road, Coronation Avenue, Red Hart Close, Thorpe Terrace, Church Terrace and Barroway Drove in a bid to try and fill the three vacancies currently on the parish council. This section of the parish is not currently represented particularly well on the parish council. It was resolved for the Clerk to arrange with members for the distribution of this letter before Christmas.

7.2 The parish council's pension auto enrolment responsibilities commenced on 1st November 2016. NEST (the *National Employment Savings Trust*) is the chosen pension provider for the council. This is a scheme set up by the government and must accept all employers that apply to use it for auto enrolment and in the absence of further knowledge of a more suitable provider NEST has been chosen as hopefully the most suitable at this particular time.

7.3 Clerk to write to two members of the Craft Club to thank them for their assistance with the tidying up of the memorial garden for Remembrance Sunday.

7.4 It was resolved to change the start time of Ordinary Meetings to 6.30pm as of January 2017.

8. Finance

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

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Nordeph Parish Council					
Payments for authorisation since the last meeting					
Payee	Net	VAT	TOTAL	CHQ.NO.	SUPPLIER/SERVICE
Kate Bennett	385.32	0.00	385.32	d/d	Wages for August and September
Kate Bennett expenses	33.22	4.17	37.39	100540	New ink cartridge, mileage, telephone, broadband
British Telecom	30.99	6.19	37.18	d/d	£29.99 line rental for September
British Telecom	32.99	6.59	39.58	d/d	£31.99 October line rental (£12 phone services, £15 broadband, £4.99 for BT PC Security from BT licence)
Thomas Bonnett	715.00	0.00	715.00	100539	Final payment for repainting and rehanging cemetery gates - already paid
Upwell Parish Council	35.71	0.00	35.71	100541	Third of Cilca training for Clerk
Emneth Design	18.75	0.00	18.75	100542	Website update service
Holly Landscapes	1,758.84	351.77	2,110.61	100543	Churchyard maintenance March-Oct 2016, 3 cuts to privet hedge and 1 cut of long thorn hedge
	3,010.82	368.72	3,379.54		

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

8.3 Proposed 2017/18 budget figures were circulated and approved. It was resolved with all in favour to request a 2017/18 precept of £6500.00. It was noted that the council tax support grant from the Borough Council for 2017/18 would be £310.00.

8.4 The bank statements were viewed by Councillor Stannard and Councillor Cosson.

9. Village Hall

9.1 Councillor Gott agreed to make enquiries with a local estate agent regarding the viability of converting the upstairs of the village hall into a flat or commercial premises.

10. Police Matters

No report.

11. BCKLWN Issues

11.1 County Councillor Humphrey updated members on the devolution debate for Norfolk and Suffolk and explained that a vote on the deal would be taking place week commencing 14 November 2016.

12. Cemetery

12.1 The rehanging and repainting of the cemetery gates has been successful and they look great.

12.2 It was reported that the hedge has been cut very well.

13. Norfolk County Council issues

13.1 *Village gateway signs* can be purchased with a grant via the 2017/18 Norfolk County Council Parish Partnership Scheme. Clerk to submit a bid to Norfolk County Council by 16 December 2016 for funds to purchase x6 1.2m five bar gates and 6 posts.

13.2 Clerk to report uneven road surface just around the corner on Birchfield Road.

13.3 Clerk to report three large pot holes along the A1122, outside Ashleigh.

Councillor Hoy left the meeting.

14. Planning

14.1 To note receipt and approval of Planning Application 16/01721/F, Construction of agricultural storage building at rear of Jomatt, Birchfield Road, Nordeph. This application had been received in-between meetings and considered on-line and responded to by the Clerk.

Councillor Hoy re-joined the meeting.

14.2 Planning application 16/01454/F plaster rendering of front outside wall of Riverside, and front and side of Willow at River and Willow Cottages, High Street, Nordeph had been approved by the Borough Council.

14.3 Planning Workshop Dates provided by the Borough Council were noted. Councillor Free to attend.

15. Correspondence

No report.

16. War Memorial

16.1 The cleaning of the memorial and repainting of the names is now complete. Clerk to complete the paperwork to the War Memorials Trust.

16.2 Clerk to investigate the correct spelling of two of the names on the memorial.

16.3 A quote is being sent to the Clerk for the repainting of the railings and walls around the memorial.

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17. Agenda items for the next meeting

- Recruitment of new parish councillors
- To consider possible rental of the upstairs at the Village Hall
- To consider quote for the repainting of the railings and walls around the war memorial
- To consider quote for the repainting of the telephone kiosk (to be done in the Spring)
- To consider information from NALC on salary increase for Clerk in April 2017

It was agreed for members to meet on Sunday 15 January 2017 at 9.00am to take a look at the communal areas around the Staithe.

There being no further business, the meeting closed at 8.35pm.

The next meeting will be on Monday 16 January 2016 at 6.30pm.

Signed..... Date

DRAFT