

NORDELPH PARISH COUNCIL

DRAFT Minutes of the meeting of Nordelph Parish Council, Monday 9th October 2017 at the Village Hall at 6.30pm

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 Hoy, Borough Councillor Pope

Public: 3

Apologies: Borough Councillor Spikings, Councillor Cosson

MINUTES

1. Welcome

1.1 The Chairman welcomed everybody to the meeting including Borough Councillor Pope and Mr. Tim Spooner (Chairman of Nordelph Village Hall Committee).

2. Apologies

2.1 Apologies were given as listed above and accepted.

3. Declarations of Pecuniary Interest & requests for dispensations

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

4. Public Forum

4.1 The meeting was suspended to hold the Public Forum.

Two residents of Silt Road were present interested in being co-opted onto the parish council to fill two of the three vacancies. Following introductions from both of them it was resolved with all in favour to co-opt Mr. Scott Lansdell-Hill and Mr. Paul Dawson, both residents of Silt Road onto the parish council.

Mr. Spooner was attending to contribute to discussions surrounding Item 9 on the agenda – *to discuss Village Hall matters*.

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

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

7. Internal Council Affairs

7.1 It was noted that the telephone kiosk has now been repainted and is looking a lot better. An invoice for the work has been received and is on this month's payment list for authorisation.

7.2 The sodium footway lighting stock has now been changed to LED lamps at a cost of £88.00 plus VAT per lamp (four lamps only in the parish). An invoice for the work has been received and is on this month's payment list for authorisation.

7.3 It was resolved with all in favour to purchase a dog waste bin to be located close to the cemetery at Birchfield Road. Clerk to confirm exact location with Highways.

8. Finance

8.1 It was resolved 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	
Kate Bennett	194.58	0.00	194.58	dd	Wages - August	24
Kate Bennett	194.58	0.00	194.58	dd	Wages - September	25
AF Holman and Son	55.00	11.00	66.00	100568	For additional work to war memorial	26
Mazars LLP	100.00	20.00	120.00	100569	External audit fee	27
Tim Dewdney	208.00	0.00	208.00	100570	£150 labour plus £58 materials	28
Westcotec	352.00	70.40	422.40	100571	Convert x4 footway lights to LED bulbs	29
Westcotec	20.00	4.00	24.00	100571	Annual footway light maintenance fee	30
Emneth Design	22.50	0.00	22.50	100572	Website update service	31
British Telecom	32.99	6.59	39.58	dd	August Charges	32
British Telecom	32.99	6.59	39.58	dd	September Charges	33
HMRC	38.80	0.00	38.80	100566	August PAYE - already paid	34
HMRC	39.00	0.00	39.00	100567	September PAYE - already paid	35
Kate Bennett	22.33	1.99	24.32	100568	Clerk expenses - mileage, photocopying, broadband, phone etc.	36
	1,312.77	120.57	1,433.34			

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

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8.3 The bank statements were viewed by Councillor Stannard.

8.4 The proposed budget figures for 2018/19 were considered. To be reviewed and approved at the November meeting.

8.5 It was resolved with all in favour to approve expenditure of £9.00 for the Clerk to attend *General Data Protection Regulation* training with the Norfolk Association of Local Councils in October 2017.

9. Village Hall

9.1 In the absence of Councillor Free, members were unable to discuss potential costs associated with the conversion of the space upstairs at the village hall to a rentable flat but concerns were noted regarding compromising the village hall's charitable status, insurance and business rate implications. To be deferred to the November meeting.

9.2 A key for the storage room downstairs at the village hall was passed to the Clerk.

10. Police Matters

10.1 Clerk to determine whether or not the Police have visited Silt Road yet or not to carry out speed checks.

11. BCKLWN Issues

11.1 It was noted that the Borough Council's 2018/19 Consultation for their *Council Tax Support Scheme* is now open for comment by all residents of the Borough. This is accessible via the parish council's website.

12. Norfolk County Council issues including highways

12.1 The SAM2 camera is currently in the parish. Councillor Dawson and Councillor Lansdell-Hill to take over the running of the SAM2 camera at Silt Road.

12.2 Clerk to report a loose manhole cover on the A1122.

12.3 Clerk to follow-up the cutting back of overgrowth from properties at Birchfield Road.

12.4 Clerk to report to the Middle Level Commissioners overgrown brambles on the riverbank at Birchfield Road.

13. Planning

13.1 To note **Planning Application 17/01171/F**, flat roofed single storey extension to rear of existing property at 2 Thorpe Terrace, Silt Road, Nordelph – approved by the parish council.

14. Correspondence

14.1 A letter from Elizabeth Truss MP was noted.

15. Agenda items for the next meeting

- To review 2018/19 Budget proposals from the last meeting
- To consider cost implications of converting the space upstairs at the village hall into a rentable flat
- To consider possible future uses of the land behind the village hall

There being no further business, the meeting closed at 7.35pm.

The next meeting will be on Wednesday 29th November 2017 at 6.30pm.

Signed..... Date