

Meeting Minutes of Nordelph Parish Council

Monday 4th October 2021 at 6.30pm held at Nordelph Village Hall, Birchfield Road (draft)

Parish Councillors present: Danielle Gott (Chair), Pete Gray, Bryony Russell-Smith and Sarah-Jane Capsey.
Also present: Kate Bennett (Parish Clerk), Vivienne Spikings (Borough Councillor) and one member of the public

Apologies: Borough Councillor Rose and Councillor Balls

MINUTES

1 Welcome

The Chairman welcomed everyone to the meeting.

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 interest were given and no dispensations were required.

4 Open Forum for public participation (15 minutes only)

The member of public present addressed councillors about her wish to have a wooden, book-shaped memorial in the cemetery. Her ideas were discussed and it was explained that the parish council is keen to try and keep all memorials in-keeping with the current surroundings at the cemetery; she agreed to reconsider her plans and come back to the parish council once she had a firm idea of what she would like.

5 To approve the minutes of the meeting held on 23rd August 2021

It was resolved to accept the Minutes of the last meeting as a true record and these were signed by the Chairman.

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

- Clerk to forward Enforcement issues in the parish to Vivienne Spikings i) the siting of two mobile homes at a commercial site on Silt Road and ii) the siting of a portacabin at a property at Birchfield Road.
- The Chairman will collect the SAM2 camera from the previous co-ordinator and deliver it to a resident who has expressed an interest in helping.

7 Parish Matters

- It was noted that two councillors have resigned from the parish council; there are now three vacancies. Clerk to advise the Borough Council accordingly and advertise the vacancies in accordance with legislation.
- The Chairman agreed to try and arrange a training date for the defibrillator; four residents have expressed an interest in attending.
- The new litter bin housing for the Staithe is due to be delivered mid-November.
- It was noted that a complaint from a resident had been received concerning a recent Newsletter that had been distributed throughout the village; it should be noted that this had nothing to do with either the Village Hall Committee or the Parish Council.

8 Finance

- It was resolved to approve the outstanding payments since last meeting as listed below. Councillor Gray and Councillor Gott to authorize after the meeting.

List of Payments since last meeting				Type of payment		
Supplier	Price	VAT	Total		Description of service/supply	Reference
Kate Bennett - expenses	64.41	2.40	66.81	EP	Mileage, stationery, postage, mobile, broadband, electricity etc.	24
Emneth Parish Council	85.95	0.00	85.95	EP	Stationery, ink cartridges, 50% of data transfer fee for new laptop	25
Kate Bennett Month 6 wages	308.94	0.00	308.94	EP	19 hours - 3 hours overtime for the Village Hall Committee	26
Post Office	132.00	0.00	132.00	EP	x200 second class stamps for mail shot ref defib	27
sse	9.87	0.48	10.35	dd	August energy fee for street lighting	28
British Telecom	47.45	9.49	56.94	dd	August telephone line and broadband fee	29
	648.62	12.37	660.99			

- b) It was resolved to approve expenditure to purchase a replacement battery for the defibrillator at a cost of £176.00 + VAT plus £9.95 for delivery; Clerk to action.
- c) The Current Account balance as at 30th September 2021; £9,041.86.
- d) Income received since last meeting; £0.00.
- e) Clerk to include the cost of the felling of the ash tree in the cemetery, possible Jubilee celebrations in the parish and the potential installation of a bus stop for Silt Road in the 2022/23 Budget proposals.
- f) Councillors Capsey and Gray viewed the bank statements.

9 Village Hall matters

- a) Clarification on the management of the Community Garden by the Village Hall Committee is required following the recent resignation of the Village Hall Committee member who was leading the project.
- b) For the purpose of parish records and these Minutes, the war memorial is the responsibility of the parish council, it is on their asset register, they insure it and no other party or working group is permitted to take responsibility for it; it remains a parish asset for the inhabitants of Nordelph to be maintained by the parish council.

10 To discuss Cemetery issues; no report.

11 To consider any planning matters since last meeting

- a) Planning Application 21/01449/F a boat landing stage at Swan Cottage, Birchfield Road; supported by the parish council and permitted by the Borough Council.

12 To discuss Norfolk County Council issues including highways

- a) The junction of Silt Road (the Welney end) will be white lined again to improve visibility for road users and cats eyes replaced where necessary.

13 To receive a report from the Borough Council

- a) It was noted that many of the meetings continue to be held via Zoom and Teams and are available for viewing on Youtube.

14 To receive a report from County Council: no report.

15 To note any Police issues

- a) The next Safer Neighbourhood Action Panel meeting will take place on 25th October at Nordelph Village Hall.

16 To consider Agenda items for the next meeting

- 1) To co-opt three councillors
- 2) To appoint a new volunteer to run the SAM2 sign
- 3) To discuss the management of the Community Garden behind the village hall
- 4) Highways; Silt Road layout/white-lining and cats eyes
- 5) To discuss training on the defibrillator
- 6) To consider the 2022/23 Budget figures
- 7) Discuss the removal of sapling trees at the playing field and cutting back the hedge this side of the field

17 If required to consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed (e.g. personnel issues, tenders for contracts, legal proceedings)

18 To note the date of the next meeting

Monday 15th November 2021 at the village hall along the High Street at 6.30pm.

There being no further business, the meeting closed at 8.00pm.

Signed..... Date