

# NORDELPH PARISH COUNCIL

**Minutes of a virtual meeting of Nordelph Parish Council, Wednesday 16<sup>th</sup> September 2020 via Zoom at 6.30pm**

**Committee Members:** Councillor Gott, Councillor Balls, Councillor Dawson, Councillor Lansdell-Hill, Councillor Gray, Councillor S Waters, Councillor C Waters

**Those Attending:** Councillor Gott, Councillor Gray, Councillor S Waters, Councillor C Waters, Councillor Dawson, Borough Councillor Spikings, Borough Councillor Rose and County Councillor Humphrey

**Public:** 1

**Apologies:** Councillor Balls, Councillor Lansdell-Hill

## MINUTES

### 1. Welcome

The Chairman welcomed everyone to the meeting.

### 2. Apologies

Apologies were given as listed above and approved.

### 3. Declarations of Pecuniary Interests & requests for dispensations

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

### 4. Public Forum

The meeting was temporarily suspended to hold the Public Forum<sup>1</sup>.

A resident of the High Street was present to express an interest in the current casual vacancy on the parish council. The resident was invited to tell the Council a little bit about herself and why she is interested in becoming a parish councillor. Members thanked her for her interest in the position.

The Clerk read out an email representation from another resident who was interested in the vacancy but was unable to attend the meeting in person. It was resolved to invite this candidate to attend a Zoom meeting at a different date and time as it was agreed it would be beneficial for all parties to be able to meet each other and discuss the vacancy. Clerk to action

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

It was resolved to accept and sign the Minutes of the last meeting (3<sup>rd</sup> August 2020) as a true record.

### 6. Matters arising from the Minutes of the last meeting

There were no matters arising from these Minutes.

### 7. Finance

a) It was resolved to approve the outstanding payments since last meeting as listed below,

Nordelph Parish Council						
Payments for authorisation since the last meeting						
Payee	Net	VAT	TOTAL	CHQ NO.	SUPPLIER/SERVICE	
Kate Bennett	253.76	0.00	253.76	dd	Monthly salary	31
Zoom	143.88	28.80	172.68	100683	Clerk reimbursement for annual subscription to Zoom	32
Clerk expenses	124.44	0.00	124.44	100683	£72.00 back pay from April 2020 plus Mileage, mobile, internet, photocopying, stationery etc.	33
Westcotec	20.00	4.00	24.00	100684	Annual charge for street light maintenace	33
Emmeth Design	28.50	0.00	28.50	100685	Website update service	34
British Telecom	52.99	10.59	63.58	dd	August broadband and phone line service charge	35
sse	10.33	0.51	10.84	dd	August energy charges for street lighting	36
	<b>633.90</b>	<b>43.90</b>	<b>677.80</b>			

b) There has been £0.00 income since last meeting.

### 8. Village Hall matters

- It was resolved to approve the installation of a *community garden area* to the rear of the village hall. The Village Hall Committee must keep the parish council updated with their progress and plans for the area.
- It was noted that an up to date Income and Expenditure report and current balance sheet from the Village Hall Committee is still outstanding. Councillor S Waters to action.
- Councillor C Waters to approach a contact she has regarding a potential play area for the field at the rear of the village hall.
- It was resolved to *not* commit and parish council funds to a new kitchen at the village hall this financial year. The damp course still needs financing as does the decorating to the outside of the hall and it was

<sup>1</sup> The Public Forum is fifteen minutes only.

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felt that in the current climate<sup>2</sup> it would be prudent to hold onto funds as it is still an *unknown quantity* as to when the village hall will reopen.

e) The exterior of the back section of the village hall will be repainted white this month.<sup>3</sup>

f) It was resolved to replace the small window at the front of the village hall on the right hand side. Clerk to obtain some quotes.

g) The Village Hall Committee to be asked to arrange for all the windows to be cleaned.

## 9. Cemetery issues

Clerk to obtain a quote for a tree survey in the cemetery.

## 10. Planning

- **Planning application 20/01080/F**, Removal of agricultural restriction on planning permission 2/84/0663/F at Howgego Ltd, Hill Farm, Silt Road, Nordelph. It was noted that this application has been *withdrawn*.

## 11. To discuss any bids for the Norfolk County Council 2021/22 Parish Partnership Scheme<sup>4</sup>

County Councillor Humphrey agreed to try and progress the costings for the installation of a bridge or culvert at the Bedford Bank to complete footpath 7 through the 2021/22 Parish Partnership Scheme when the project would be 50% funded by Norfolk County Council and 50% by the Parish.

## 12. To receive a report from the Borough Council

- It was noted that the Borough Council of King's Lynn, Breckland and South Norfolk *may* become a Unitary Council.

## 13. To receive a report from County Council;

- Boundary review
- Help with *track and trace* service
- Norfolk Fire and Rescue Open Day 3<sup>rd</sup> October
- Finance, a lot of money spent on Covid

## 14. To consider the parish council's operational risk assessment

A thorough review has taken place of all the parish council's assets apart from the telephone kiosk at High Street and the picnic bench at the Staithe, Clerk to action.

## 15. Agenda items for the next meeting

- To officially co-opt a new member onto the parish council
- To consider the village hall's current financial accounts
- Footpath 7, Birchfield Road (bridge over to the Bedford Bank); to submit a bid to the Norfolk County Council 2021/22 Parish Partnership Scheme
- To review the council's *operational risk assessment*
- Include a payment to Magpas for £25.00 (donation)

There being no further business, the meeting closed at 8.15pm.

The next meeting will be on Monday 2<sup>nd</sup> November 2020 via Zoom at 6.30pm.

Signed..... Date .....

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<sup>2</sup> Coronavirus pandemic

<sup>3</sup> £1570.00 + VAT

<sup>4</sup> Bids need to be in by 4<sup>th</sup> December 2020.