

## **Minutes of the Parish Council Meeting held on Thursday 14<sup>th</sup> January 2016 at 7.30pm In the New Victory Hall, Neatishead.**

Present: Councillors D Church, CP Palgrave-Moore, D Pritchard (Chair), G Pritchard, P Ryall

Clerk: Mrs S Hunt. 12 members of the public attended.

### **1. APOLOGIES**

Cllr Fowle – holiday. Cllr How - holiday.

### **2. DECLARATIONS OF INTEREST**

None.

### **3. MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council meeting held on 12<sup>th</sup> November 2015 were agreed as a true and correct record of the meeting and signed by the Chair.

### **4. PUBLIC SPEAKING**

4.1 District Cllr Barbara McGoun addressed the meeting with regard to the proposed removal of waste collection services from the Staithe by North Norfolk District Council. Cllr McGoun is investigating how the choices were made. There was no consultation with members, and this was an Officer led decision made under delegation, presented as a fait accompli to members in the members bulletin. The Local Plan is now moving onto the next stage – Cllr Gareth Pritchard is following this on behalf of the Council.

Cllr McGoun reported that the District Council is now dementia friendly.

County Cllr Allison Bradnock was congratulated on her election. The sign on Chapel Corner has been reported, as has the White Lining.

Norfolk County Council are seeking candidates between 11 and 18 years old for the Norfolk Youth Parliament, an article will be in the forthcoming NIB.

4.2 A Police Report from PCSO Esther Dack was read to the meeting; There were no crime reports from the 12<sup>th</sup> November to date, current policing priorities are Speeding on Heath Road, Hickling. Speeding on Bridge Road, Potter Heigham, and crime prevention over the festive period.

4.3 A question was directed to the District and County Councillors with regard to a questionnaire sent out by the Member of Parliament concerning Affordable Housing. Parishioners were reminded they could contact the Members office directly, and the MP was distinct from either Parish, District or County Council. Cllr Bradnock agreed to see if she could obtain any information on the feedback to Mr Norman Lamb's questionnaire to report back to parishioners.

### **5. MATTERS ARISING**

5.1 Allotment Update. All payments have been received – a meeting has been requested by some allotment holders, Cllr's Church, D Pritchard and Clerk to arrange. CLERK.

5.2 Affordable Housing Irstead Road Update. The Clerk updated the meeting that this project has now moved to pre-planning.

5.3 Norfolk Older People's Strategic Partnership invitation to meeting was extended, but due to changes in structure no one is currently available to attend.

5.4 Dog Bin near the school. Clerk confirmed with Cllrs that they still wished this removing. To be actioned. CLERK.

### **6. CORRESPONDENCE.**

British Heart Foundation – Availability of Defibrillators. NOTED.

Offshore Helicopter Flights – Community Information Sheet. NOTED.

## **7. PLAYINGFIELD.**

- 7.1 Tree Preservation Order received from NNDC. This affects the four Oak Trees on the Right hand side of the field.
- 7.2 Failure of Climbing equipment. An item has failed, this has been reported to the manufacturer, insurance company, and inspection Company. A replacement platform has been provided. Clerk awaiting quotations for installation. The slide has now gone. March meeting. CLERK.

## **8. PLANNING.**

### **Decision Notices received:**

PF/15/1389 – Alderfen Cottage, Common Road, Threehammer Common. Erection of garden shed, repositioning of greenhouse and rebuilding of toilet outhouse. **PERMITTED.**

### **Notification of Appeal;**

PF/15/0451 – Street Hill Farm, The Street. Erection of detached one and a half storey dwelling and detached double garage.

## **9. FINANCIAL MATTERS.**

- 9.1 Receipts (Nov/Dec).
- |                     |          |
|---------------------|----------|
| a) Water            | £139.32  |
| b) Donation         | £ 40.00  |
| c) Allotment rental | £ 60.00  |
| d) Recycling        | £ 371.33 |
- 9.2 Payments:
- |   |           |
|---|-----------|
| a) Indigo Waste Services – recycling. Chq 65640             | £51.84    |
| b) Clive Barrett – grass cutting. Chq 65641                 | £1,150.00 |
| c) New Victory Hall – meeting room hire. Chq 65642          | £40.00    |
| d) Sarah Hunt – Dec/Jan. Chq 65643                          | £375.70   |
| e) Inland Revenue – Dec/Jan. Chq 65644                      | £93.80    |
| f) Mr N Sharpe – Internal Audit. Chq 65645                  | £35.00    |
| g) S Hunt expenses, Postage, Accident Book, Paper Chq 65646 | £19.74    |
- PROPOSED Cllr Palgrave-More and seconded Cllr Ryall – AGREED. CLERK.
- 9.3 Procurement of Audit – it was agreed to remain opted in to the Sector led Body.
- 9.4 Grass cutting contract 2016 – quotation received from Mr C Barrett of £2,300, as this year. AGREED. CLERK.
- 9.5 The internal audit report by Mr Neal Sharpe was received and accepted by the meeting.

## **10. STAITHE.**

- 10.1 Works to access. The Clerk has two grant applications submitted. One to Highways under the 50/50 partnership funding scheme which is for 50% of the cost, and a second to the Dulverton Trust for 100% of the necessary funds. The decision will be received on both around February/March.
- 10.2 Letter from Norman Lamb re; changes to waste collection facilities from Staithe within North Norfolk. Gay's Staithe is to cease collection, Neatishead Staithe is not. Cllr McGoun is seeking confirmation on how these choices were made. Letter to be sent to Mr Lamb detailing Council response. CLERK.

## **11. ADMINISTRATION.**

- 11.1 Clerks Holiday; 19<sup>th</sup> March – 27<sup>th</sup> and 25<sup>th</sup> May – 8<sup>th</sup> June (meeting 9<sup>th</sup>). Noted.
- 11.2 NNDC Planning Evening Feedback – Cllr D Pritchard confirmed that several councillors attended a very well presented and educational evening on the planning process.
- 11.3 It was AGREED to purchase a copy of 'Charles Arnold Baker 9<sup>th</sup> edition - £69.30.
- 11.4 Review of Asset Register – Dog Bin to be removed. Village Sign to be explored. Next Meeting. CLERK.
- 11.5 To review Financial Regulations. AGREED as presented.
- 11.6 Risk Assessments –issued to Councillors.

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**12. SCHOOL REPORT** – Cllr Allison Bradnock to give a short report during the public forum on behalf of the Village School.

**13. ADDITIONAL NOTICEBOARD.**

Parish Council notices to be placed on board at Staithe. CLERK.  
Cllr Church to investigate offer of additional notice board. CLLR CHURCH.  
Next meeting. CLERK.

**14. ITEMS FOR NEXT AGENDA.**

To confirm March meeting to take place at 7.45pm at the School.  
Staithe.  
To consider part funding Clerks attendance at Practitioners Conference - £50.00  
Permissive Footpath – The Street – Cllr D Church.  
Footpath to rear of playingfield.

## **The Next Parish Council Meeting**

Will be held in the New Victory Hall, Neatishead on:-  
**Thursday 11<sup>th</sup> February 2016 at 7.30pm**

The meeting closed at 8.39pm

Signed:

Dated: 11<sup>th</sup> February 2016