

Minutes - September Council held on 12th September 2017 at Colkirk Village Hall at 7.30pm

PRESENT: Cllrs Colin Barron, Charles Joice (in the chair), Nick Loades, Steve Mulford, Michael Stamford and John Whiteside were present.

The clerk Charles Brindley was in attendance. One member of the public was present. County Cllr Kiddle-Morris was present for part of the meeting.

- 17/089 APOLOGIES FOR ABSENCE: Apologies for absence were received and accepted from Cllr Smith (prior engagement). Apologies for absence had been received from District Councillor Carter and County Councillor Kiddle-Morris advised that he would be late
- 17/090 DECLARATIONS OF INTEREST: There were no declarations of interest
- 17/091 MINUTES OF MEETINGS DATED 18 JULY 2017: as previously circulated, draft minutes were considered. By resolution proposed by Cllr Whiteside and seconded by Cllr Barron, it was unanimously **AGREED that the minutes were a true record and were duly signed by the chairman**

As the County Councillor hadn't arrived, the chairman deferred item 4 until his arrival.

- 17/092 MATTERS RELATED TO THE ALLOTMENTS: An email was considered from a tenant with regards the sale of produce by tenants; the author also provided additional information at the meeting and it was **AGREED that the item should be further considered at the next meeting.**
Security at the site was discussed and it was considered that this had been brought forward on the back of a serious incident of vandalism on one plot and as this had now been resolved, it was **AGREED that no further action should be taken at this time.**
The clerk explained that the joint tenancy on plot 21 had been cancelled and a new sole tenancy to one of the previous tenants had been offered and accepted. This was **NOTED.**
- 17/093 VILLAGE HALL ROOF REPAIRS: The clerk reported that the roof repairs had been completed during the summer holidays and additional works to replace the rear barge boards and fascias had also been done, these extra works being paid for by the Village Hall Management Committee. Borrowing approval had been granted by DCLG on 27 July and a loan application to the PWLB had also been approved. This would be drawn down on 15 September so that the contractor's invoice could be paid. The verbal report was **NOTED.** It was **AGREED to write to the Village Hall Management Committee to thank them for their contribution to cover the cost of the replacement of the fascias and barge boards.**
- 17/094 MATTERS RELATING TO THE GROUNDS MAINTENANCE CONTRACT: The clerk reported that he had met with the contractor to obtain a quotation for the inclusion of works to the playing field car park and footpath to the playing field on the current contract. The contractor had quoted for a one off tidy and then monthly works to the car park and cutting of hedges and the footpath four times a year. This had been passed to the chair and vice chair who had confirmed that the quotation should be accepted. An amendment to the contract had been signed.
The clerk had met with Richard Ravencroft of Ravencroft Arboriculture to discuss a tree inspection for the Campyngland and subsequent works to the trees. Receipt of these quotations was awaited. The verbal report was **NOTED.**
- 17/095 OUTDOOR GYM EQUIPMENT PROVISION: The clerk advised that the funding for the project had been received. The working group had met twice and, at those meetings, had met with five potential suppliers. The group would meet again in early October with a view to proposing the type of equipment that should be provided as a recommendation to the council when it next met. The report was **NOTED.**

- 17/096 PLANNING: The council **NOTED the following response that had been made to a recent planning application:**
 3PL/2017/0959 Brook Cottage, Hall Lane No objection
 The Council **NOTED that the following decision notices had been received:**
 3PL/2017/0535 Land adjacent to 7 Jarvis Drive Approved with conditions
 3PL/2017/0959 Brook Cottage, Hall Lane Approved

The clerk advised that he had received notification of a new application for the Oaks, Whissonsett Rd

- 17/097 BRECKLAND LOCAL PLAN PRE-SUBMISSION PUBLICATION CONSULTATION. It was **NOTED that the consultation was taking place and that the council had nothing further to say.**

At this point, Cllr Kiddle-Morris arrived

- 17/098 COUNTY COUNCILLOR REPORT. Cllr Kiddle-Morris reported that a new highways engineer, Ben Rayner, was now in post. He advised that work was taking place on a new Minerals and Waste Local Plan but nothing was proposed in this area. Work had started on the budget for 2018/19 and further savings would need to be made over the next 4 years. He advised that the PCC was reviewing whether the fire responsibility should be transferred from the county council to him, but the county council were against this proposal. Finally, there was potentially an opportunity to join a new SAM2 syndicate led by Gressenhall as one parish could no longer participate. The Council considered this and it was **AGREED to approach Gressenhall parish to see if it could join the syndicate.**

- 17/099 FINANCE:

The Council **NOTED the following receipts in July and August**

Gym equipment grant from NCF	£ 9859.50
Colkirk FC rent	£ 50.00

Bank balances were reported at 25 August 2017 as:

Business Premium Account	£ 4425.41
Community Account	£ 16454.35

Reconciliation with the cash book was confirmed against a cash book balance at 25 August 2017 of £ 20879.76

- 17/100 CLERK'S TRAINING ON NEW DATA PROTECTION REGULATIONS. It was **AGREED to fund the training at a cost of £17.50**

- 17/101 ACCOUNTS FOR PAYMENT: By resolution proposed by Cllr Joice and seconded by Cllr Mulford, the following payments were unanimously **APPROVED for payment**

100802	CGM Grounds maintenance contract Jul - Aug 17	£ 675.86
100803	K & M LIGHTING Annual street lighting contract Ag 17 - Jul 18	£ 152.87
100804	C BRINDLEY Clerk's salary Aug-Sep 17	£ 405.46
100805	HMRC Income Tax Aug-Sep 17	£ 2.80
100806	PROCTOR ROOFING Village hall roof repairs	£ 8406.00
100807	C BRINDLEY Clerk's expenses Apr - Aug 2017	£ 121.96
100808	NORFOLK PTS Data protection trading course	£ 17.50
100809	J WHITESIDE Key for playing field pavilion	£ 5.25

- 17/102 RESIDENT’S CORRESPONDENCE: It was **AGREED that a litter bin should be purchased for the playing field.** Cllr Loades agreed that he would look at available seats and bins and recommend suitable for the playing field.
- 17/103 PENSIONS REGULATOR: Submission of the declaration of compliance was **NOTED.**
- 17/104 FAKENHAM TOWN COUNCIL: It was **AGREED that the council had no specific views on the issue but that it should respond that Fakenham Town Council was best placed to voice local concerns and therefore Colkirk Parish Council would support its views on this particular matter**
- 17/105 CLERKS AND COUNCILS DIRECT SEPTEMBER 2017: Receipt of the magazine was **NOTED**
- 17/106 ITEMS FOR FUTURE MEETINGS: Review allotment T and C’s with regards selling of produce; SAM2
- 17/107 DATE OF NEXT MEETING: Tuesday 14th November 2017

There being no further advertised business, the Chairman closed meeting at 20.53

Signed as a true record

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Date

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