

Minutes - May Council held on 24th May 2016 at Colkirk Village Hall at 7.30pm

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

The clerk Charles Brindley was in attendance. One member of the public was present

16/032 ELECTION OF A CHAIRMAN: Cllr Joice was nominated by Cllr Barron and seconded by Cllr Smith. There being no other nominations, it was **AGREED that Cllr Joice would be the chairman for the year 2016/17 and he duly signed his declaration of acceptance of office**

16/033 APOLOGIES FOR ABSENCE: Apologies for absence were received and accepted from Cllr Mulford (holidays). County Councillor Kiddle-Morris and District Councillor Carter also sent apologies.

16/034 ELECTION OF A VICE CHAIRMAN: The item was deferred until the next meeting
16/035 STANDING ORDERS: A proposal from the clerk that the following additional order should be included

“Urgent Business - any item that needs to be resolved before the next ordinary meeting of the council can be decided by the chairman, vice chairman and one other member and then reported to the next ordinary meeting of the council. In the absence of the chairman and/or the vice chairman when a decision is to be taken, other members of the council, to a minimum of three in total, shall take the decision”

It was proposed by Cllr Loades and seconded by Cllr Stamford that current standing orders with the above addition should be adopted and it was **AGREED unanimously that the current standing orders with the above addition should be adopted as orders for the year 2016/17**

16/036 CONFIRMATION OF RFO FOR 2016/17: It was proposed by Cllr Barron and seconded by Cllr Smith that Charles Brindley should be confirmed as RFO for 2016/17 and this was **AGREED unanimously**

16/037 MEETING DATES FOR THE YEAR 2016/17: It was agreed that the dates for ordinary meetings of the council should be July 19th, September 13th, November 15th, January 17th 2017, March 14th 2017 and May 16th 2017

16/038 DECLARATIONS OF INTEREST: Cllrs Stamford and Loades declared interests at agenda item 16(iii) as leaseholders of land considered as a development site in Breckland Council's recent site options consultation

16/039 MINUTES OF MEETINGS DATED 15 MARCH 2016: as previously circulated, draft minutes were considered. By resolution proposed by Cllr Whiteside and seconded by Cllr

Stamford, it was unanimously **AGREED** that the minutes were a true record and were **duly signed by the chairman**

16/040 CLERK'S REPORT: The report was considered and the following actions were **AGREED**

(i) as works had not been undertaken to the car parks owned by Flagship, to contact Flagship and progress

(ii) to advise District Cllr Carter of the council and residents' objections to planning application no PL3/2016/0352

(iii) to emphasise to the landscape contractor to not strip right up to the play equipment supports and to check whether products such as Round Up could be safely used in this environment to reduce the necessity for streaming in proximity to the pieces of equipment

With these actions, it was proposed by Cllr Loades and seconded by Cllr Whiteside that the clerk's report be **NOTED**.

16/041 MATTERS RELATING TO THE PLAYING FIELD: Cllr Loades updated the Council that he had received three offers for the sale of the tractor being £400, £800 and £1500. He had negotiated with the highest offer, a collector of tractors and had reached a final offer of £1800, this to include the gang mowers and the topper. It was proposed by Cllr Whiteside and seconded by Cllr Barron that this offer should be accepted and it was **AGREED** **unanimously that the offer of £1800 for the tractor, gang mowers and topper should be accepted and Cllr Loades was authorised to make the arrangements**

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16/042 MATTERS RELATING TO THE VILLAGE HALL: The clerk reported that he had been asked to advise by the village hall committee that during the summer holidays, the main hall would be redecorated at a cost of £2330 and the fluorescent lighting would be replaced with LED lighting at a cost of £1466, £750 of which would be paid for by an Awards for All grant.

16/043 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS: County Councillor Mark Kiddle-Morris had asked that it be reported that a new leader had been appointed at the county council.

16/044 ANNUAL ACCOUNTS 2015/16: The annual accounts were presented and, it being proposed by Cllr Barron and seconded by Cllr Smith, it was **AGREED unanimously to authorise the signature of the accounts for 2015/16 by the chairman and the RFO**

16/045 ANNUAL RETURN 2015/16: It being proposed by Cllr Barron and seconded by Cllr Loades, it was **AGREED that sections 1 and 2 of the Annual Return should be signed by the chairman and the clerk/RFO**. The report of the internal auditor contained in section 4 was **NOTED**. Finally, it was **AGREED that the period for public inspection of the accounts should be from June 6th to July 15th inclusive**.

16/046 DEFIBRILLATOR: The report identifying the council's responsibility for regular checking of the unit and replacement of expendable items was **NOTED**. Cllr Loades undertook to carry out the weekly checks with the clerk undertaking the monthly and annual checks

16/047 PLANNING: The Council **NOTED its responses to recent planning applications as follows:**

PL3/2016/0301	Old Rectory, Market Hill	No objection
PL3/2016/0246	Green Farm, Oxwick Lane provided wildlife is protected	No objection
PL3/2016/0352	Two Ways, Gormans Lane contrary to policy DC1 - protection of amenity - of current core strategy	Objection as

The Council **NOTED the following decision notices received:**

PL3/2016/0117	Oak Trees, Dereham Rd	Permitted
PL3/2015/1491	Oak Trees, Dereham Rd	Permitted
PL3 2016/0301	Old Rectory, Market Hill	Permitted

The clerk updated members with an extract from a report to go to Breckland Planning committee on 31st May. Specifically, the review of all rural settlement boundaries was noted as were the meetings to brief town and parish councils on the next stage consultations. Briefings to take place in mid June with the consultation to run in July and August. This was **NOTED and the clerk will keep members updated as further information comes out from Breckland**

16/048 FINANCE:

The Council **NOTED the following receipts in March/April**

Allotment Rents/Key Deposit	£ 15.00
Interest	£ 0.55
Precept 2016/17 - 1st instalment	£ 4000.00
LCTS Grant 2016/17 - 1st instalment	£ 143.50

Bank balances were reported at 27 April 2016 as:

Business Premium Account	£ 4423.76
Community Account	£ 9253.34

Reconciliation with the cash book was confirmed against a cash book balance at 27 April 2016 of £ 13677.10

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16/049 ACCOUNTS FOR PAYMENT: By resolution proposed by Cllr Whiteside and seconded by Cllr Stamford, the following payments were unanimously **APPROVED for payment**

100758	ANGLIAN WATER	Playing field account	£ 15.21
D/D	E-ON	Quarterly street lighting account	£
			78.63
100759	NORFOLK ALC	Annual subscription 2016/17	£
			137.32
100760	ZURICH MUN	Annual renewal 2016/17	£ 551.32
100761	CPH COMMITTEE	Refund of VAT paid 2015/16	£ 366.28
100762	C BRINDLEY	Clerk's salary April/May	£ 400.22

- 16/050 PARISH COUNCIL BANK ACCOUNTS SIGNATORIES: It was **AGREED that the account signatories would be Cllrs Joice, Mulford and Whiteside**
- 16/051 PLAYING FIELD BANK ACCOUNTS SIGNATORIES: This item was taken as part of a more general discussion about the playing field bank accounts and whether they should be merged with the parish council bank accounts. It was **AGREED to take this as a separate agenda item at the Council's next meeting**
- 16/052 EACH: Request from the charity for funding had been received and it was **AGREED unanimously that the income from the bottle bank recycling scheme in 2015/16 should be donated to the charity**
- 16/053 NORFOLK COUNTY COUNCIL: The correspondence advising that hard copies of planning applications would have to be paid for in future was **NOTED**
- 16/054 PENSIONS REGULATOR: The correspondence was **NOTED**
- 16/055 NALC TRANSPARENCY FUND: It was **AGREED that an application for funding for a scanner should be made to the fund**
- 16/056 CLERKS AND COUNCILS DIRECT: Receipt of the May issue was **NOTED**
- 16/057 ITEMS FOR FUTURE MEETINGS: Cllr Whiteside reported that he had been contacted by the football club about use of the field for the upcoming season. He was advised to ask the club to formally write to the council to enable it to be considered at the council's next meeting. In the meantime, Cllr Joice agreed to arrange for the field to be rolled as requested by the club. In answer to a question raised by Cllr Barron, the clerk agreed to update members on neighbourhood plans and their possible development for Colkirk

At this point, the chairman suspended standing orders to allow the member of the public to address the Council.

David O'Neill, a representative of the Friends of Colkirk Village, asked the council to consider funding the insurance for the gala day to be held on July 2nd on the Campyngland. It was **AGREED unanimously that a grant of £208 would be made to the Friends of Colkirk Village to cover the insurance costs for the Gala Day.** Mr O'Neill asked if cutting of the field could be arranged for the week leading up to the event with collection of the arisings if necessary

Standing orders were resumed

- 16/058 The chairman moved to exclude members of the press and public in accordance with Public Bodies (Admissions to Meetings) Act 1960 to discuss a contract containing commercially sensitive information
- 16/059 STREETLIGHTING MAINTENANCE CONTRACT: It being proposed by Cllr Loades and seconded by Cllr Barron, it was **AGREED to take a three year fixed price contract with K and M Lighting Services starting on August 1st 2016**

There being no further advertised business, the Chairman closed meeting at 20.50

Signed as a true record

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Date

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