

Northwold and Whittington Parish Council – Ordinary Meeting

Tuesday 4th June 2019, 7.30pm

Christchurch, Whittington

PRESENT Cllr R Crisp, Cllr Cliff Anderson, Cllr M Peake, Cllr H Hogan, Cllr G Gillet, Cllr N Nickles and Mrs N Cooper (Clerk)

ALSO Cllr M Storey (NCC) Cllr T Ryves (BCKLWN)

1 member of the public

1. PUBLIC FORUM (15 MINUTES)

- i. It was highlighted that Northwold street signs for Hall Lane, School Lane (Methwold Rd end) and High Street (Hovells Lane end) are all illegible. **Clerk to report.**
- ii. Grass between Inghams Lane and Common Drove needs to be cut. There are weeds along the pavement of The High Street and the bush by the Church, coming from the Churchyard is blocking the footpath. **Clerk to report highways issues and Cllr Crisp to speak to the Churchwarden about the bush.**
- iii. It was noted that Footpath 6 is due to be cut by Highways in June.

2. ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr C Pointeer and Cllr R Silvester. These were accepted.

3. FOR THOSE COUNCILLORS ABSENT AT THE ANNUAL MEETING TO SIGN DECLARATIONS OF ACCEPTANCE OF OFFICE

Cllr C Anderson, Cllr H Hogan and Cllr M Peake formally accepted office as Parish Councillors. Cllr C Anderson formally accepted office as Vice Chairperson. Signed declarations to be retained on file by the Clerk. All three Councillors agreed to use of their names on the Parish Council website.

4. VACANCIES

Two applications for co-option were received late afternoon prior to the meeting. Neither candidate was present at the meeting. It was agreed that both would be invited along to the July meeting in order that their applications be formally acknowledged and a decision made for co-option. **Clerk to action.**

5. MEMBERS' DECLARATION OF INTERESTS and DISPENSATION REQUESTS (for items on the Agenda)

Nothing was declared.

6. REPORTS AND MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS (for information only)

17.i Cllr Anderson advised that he had taken the relevant documents to Hayes+Storr.

11.iv. Cllr Nickles had a look for the area needing cutting back at The Avenue, Brookville but could not see the area overgrown. **Clerk asked to go back to Methwold Parish Council for clarification.**

7. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING held on 13th May 2019

The minutes from the meeting held on 13th May 2019 were agreed by all Councillors present. The minutes were signed by the Chair as a true record of the meeting. The final version will be made available on the website.

8. LOCAL AUTHORITY REPORTS

- i. Cllr Ryves reported that the planning application for the new homes at Little London Lane had been refused.
- ii. Cllr Storey reported that NCC have engaged a company to undertake a survey on people's opinion of NCC services.

9. CORRESPONDENCE

- i. Newsletters: Norfolk Constabulary and Norfolk Association of Local Councils
- ii. Re-consultation on Breckland Local Plan – *noted, no comments raised.*

10. FINANCES

- i. The accounts to June 4th 2019 were accepted, cheques agreed for signing and payments approved in accordance with the list on the following page, as prepared by Responsible Finance Officer. *Prop CA, 2nd NN, All agreed.*

CASHBOOK BANK RECONCILIATION 4th June 19

Receipts for approval			
Paying In	From		Amount
			£0.00
Payments/cheques for approval			
Direct Debit	Payee	Description	Amount
25.04.19	Haven Power	Elec Streetlights NW April19 476 units	96.32
25.04.19	Haven Power	Elec Streetlights Whit April19 27 units	4.68
07.05.19	Westcotec	Streetlight Main Apr 19 (Paid 7.5.19)	19.10
08.05.19	Anglian Water	May 19 Water Payment	5
		Subtotal Direct Debits	125.10
Cheque	Payee	Description	Amount
2234	N Cooper	Clerk Hours May 19	340.20
		Clerk Mileage May 19	45.45
		Clerk Expenses May 19	0.00
2235	Northwold Car Scheme	Northwold Car Scheme March Quarter	211.61
2236	Parish Protect	Annual Insurance Premium	810.53
		Subtotal Cheques	1407.79
			£1,532.89

Cash sheet Balance and Bank Reconciliation**31st March 2018 YE Balance Brought Forward**

	£16,066.80	
Add Total Receipts to date	£21,114.79	£37,181.59
Less Total Payments to date	£4,077.68	

CASHBOOK BALANCE**£33,103.91****Bank Balance @20.05.19 Statement no.26**

	£36,292.82	
Add uncleared receipts	£336.20	£36,629.02
Minus uncleared approved payments	£1,997.22	
Minus direct debits not yet cleared bank statement (as above)	£120.10	
Minus new payments for approval (cheques as above)	£1,407.79	£3,525.11

Reconciled Balance**£33,103.91**

- ii. A cap on total project spend during 2019/20 was discussed. It was resolved that the budget should be updated to include £2000 under the Sports and Social Club heading and £2000 under Play Area spend, 25% of precept (£4500) be retained as contingency and a max of £5000 earmarked for possible project spend. **Clerk to update.**
- iii. Membership of Financial Working Group 2019/20 to be confirmed at the July meeting with a planned FWG meet date in September 2019. **July Agenda**
- iv. A new laptop has been budgeted for this year but Clerk advises that the current laptop still works fine. Resolved to not replace yet.

11. PLANNING

- i. New applications for comment:
 - i. 19/00051/TPO: 2/TPO/00100: T1 Ash Tree - Fell to ground level as there is a large split up the main trunk Hall Farm 90 West End Northwold. **No objections raised.**
 - ii. 19/00083/TREECA: T1 - Pine Tree- Fell to ground level. Hall Farm 90 West End Northwold. **No objections raised.**

12. LAND

- i. Constables Charity update and resolutions for subsequent actions. – No additional updates. With the solicitors.

- ii. River Wissey enquiry – Cllr Anderson has emailed the owner of the land for an update but no further response has been received. **Remove from agenda.**

13. HIGHWAYS AND STREETLIGHTING

- i. SAM2 Update - SAM2 remaining in Whittington for this month but facing the other direction. Alternative locations in Northwold no available - likely to maintain in current location pointing in the other direction.
- ii. Bus stop improvements B1112 (opp. shelter) – no update yet from Highways. Cllr Storey to follow up.
- iii. Note any items for Rangers and resolve on any additional urgent action required
 - i. **Clerk to report bus stop timetable damage opposite end of Methwold Road again.**
 - ii. Vegetation around dog bin on Hovells Lane, Northwold needs clearing.
 - iii. Footpath outside Christchurch, Whittington needs to be cleared of weeds.
 - iv. Verges from Whittington roundabout to the Stoke Ferry sign need to be cleared of litter.

14. GROUNDS MAINTENANCE

- i. Northwold Old Cemetery needs urgent attention – boundaries need strimming.
- ii. Clerk to request that TTSR make Councillors aware of where they will be maintaining within their texts.

15. CEMETERIES

- i. Monthly safety review results: Nothing in addition to the above.
- ii. Christchurch wall – wall has been cleared. Neighbours have asked for details about the fence. To be informed by S Smith. Works due 2nd July and to take 2 days by TTSR.

16. PARISH FACILITIES

- i. Play area repairs – have been ordered through Play Maintain and works are awaited.
- ii. Community Noticeboard cover. **July agenda.**
- iii. Car park enquiries – Cllr Anderson advised that within the original plans for the car park the visibility splay and the potential for obstructions to be installed by the neighbouring property were key issues highlighted by Highways. The owners of the neighbouring property have recently advised that they would be willing to have it written into the deeds of their property that no obstructions affecting the visibility splay of a possible car park are permitted within their property boundary thereby securing a clear visibility splay going forwards. Cllr Anderson has emailed BCKLWN to ask their response to this possibility and is awaiting a reply. **Next Agenda.**
- iv. Neighbourhood Watch – this is going ahead; the resident at the last meeting has recruited some volunteers, is looking into new signage and will be holding a Neighbourhood Watch stall at the Northwold Carnival.
- v. Dog fouling signs – **Clerk to order No Dogs Allowed sign for the allotment area.**
- vi. It was noted that the Women's Institute have completed the refurbishment of the Village Sign and the surrounding area and it looks lovely. **Clerk to thank the WI for this.**

17. ITEMS FOR AGENDA OF NEXT MEETING: TUESDAY 2nd JULY 2019 7.30pm, Northwold Village Hall.

- i. Nothing additional raised.

With nothing more to discuss the meeting closed at 8.35pm

Chairperson: _____ Date: _____