

Northwold & Whittington Parish Council

Minutes of the Full Council Meeting held at Northwold Village Hall Thursday 4th April 2024, at 7pm for the purpose of transacting the business listed on the agenda below.

Present: Cllrs A Bennet (Chair), N Nickles, G Rayner, A MacMullen,
T MacMullen, G Gillett, S Smith, S Randell and M Gillett.

Public: 6

Clerk: D.Joy

MINUTES

The Chair informed members that the meeting was being recorded.

01 Apologies for Absence

Cllr Jenkinson – family commitment

Cllr Winters – no apologies

The motion was proposed, the motion was seconded

Members **AGREED** to accept members apologies for absence.

02 Declarations of Interest and requests for Dispensations

If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)

None

03 Minutes of Previous Meetings

3.1 To agree and sign the minutes from the Full Council Meeting on the 7th March 2024.

The motion was proposed, the motion was seconded

Members **AGREED** the minutes from the Full Council Meeting on the 7th March 2024.

The Chair signed the minutes

04 **Chairmans Report**

As we put an end to the 2023-24 financial year for Northwold & Whittington Parish Council I'd like to thank the councillors for sticking with it all, in what has been a somewhat challenging year for us all with the staff issues, low councillor numbers from the elections last year and as a council regrouping and getting back on our feet. I am under no illusions that it's far from over yet as there is a lot of work to go into the year-end internal and external audits and I am sure Doreen will be an asset to us and make this happen as smoothly as possible which is something that is greatly appreciated by the council as it's a mammoth task.

I am under no illusions that we are not out of the woods yet and that we should all continue to focus on moving in the right direction. I think this will be another challenging year, but I am confident that we can do this as there is a good team here now that I know can do it. Please can we all keep in mind that although the account looked extremely healthy on the 31st of March that this isn't the green light of lots of money as by the time we pay the final bills for the 23-24 financial year and earmark both the CIL money and remaining charities money we are as expected still rather low on our reserves and need to conserve this for any emergencies and unplanned expenditure.

I am pleased to report that there has been interest in the job advert for the clerk and I have now asked for the advert to be taken down from the noticeboards and website and after appointing the Chair at these evenings meeting the employment committee can fix a date for their first meeting and begin the process of moving this forward with a view to hiring a suitable candidate in due course.

I'd also like to highlight that over the last 3 months there has been a noticeable increase in the number of times our defibrillator access codes have been given to a "999 caller" in their time of need. Although not used every time the code was given out it proves what a vital bit of kit and asset they are to have locally. On this subject off my own back and at no cost to anyone at all I have organised the use of the village hall and for the east Anglian air ambulance community training team to deliver a cpr/defib awareness session on the 10th of May from 19:00 at Northwold village hall. There is a 20-place limit and so far, 7 have asked to attend so if anyone in the public here would like to attend, please get in touch.

Finally thank you to those members of the public, members of public who continue to volunteer their time to make the villages both bright and colourful through their time given to the in bloom project, Borough Cllr Tom Ryves and our County Cllr Martin Storey for their continued attendance, support and updates throughout the year and we look forward to working with you all in 2024-25.

05 **Public Participation Time**

The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to speak.

To receive County and District Councillors reports and allow Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.

The motion was proposed, the motion was seconded

Members **AGREED** to adjourn the meeting for a period of 15 minutes to allow Members of the Public to speak, to receive County and District Councillors reports and allow Councillors with prejudicial interests to speak

A member of the public raised about the flooding on Little London Road and the proposed new pig and chicken farm.

A member asked Council to clarify what they are responsible for.

Borough Councillor Alun Ryves gave his report.

County Councillor Story gave his report

The motion was proposed, the motion was seconded

Members **AGREED** to resume the meeting

06 **Matters from previous meetings**

Update on progress on items from previous meetings. No decisions may be taken.

- 5.1 Minutes filed
- 5.2 Payments made.
- 5.3 SAGE set up
- 5.4 Asser register updated awaiting further feedback
- 5.6 Setting up Scribe in progress.
- 5.7 Councils response to the precept placed on noticeboards and website.
- 5.8 SAM2 data being placed on new website once launched.
- 5.8 War Graves signage pending
- 5.9 Planning application responded to
- 5.10 Agenda time changed
- 5.11 Policies emailed to go on website.
- 5.12 Borough Council informed of flooding, Flood Conference pending.
- 5.13 Clerk position advertised.
- 5.14 Highways rangers chased awaiting a reply.

07 **Finance**

7.1 **To consider and agree Councils list of payments for April**

The motion was proposed, the motion was seconded

Members **AGREED** the list of payments for April with 2 additional payments of:
Kings Lynn Borough Council £913.54 – Emptying dog bins 2024-2025
123 Reg £19.98 + VAT – Email account.

7.2 **To consider and agree the internal auditor for this year.**

The motion was proposed, the motion was seconded

Members **AGREED** to appoint Gabbie Joyce as their internal auditor as the previous person had stated they were unable to commit to this task.

08 Planning, Buildings and Environment.

8.1 Update on playground inspections and to consider and agree any actions

The Chair informed the meeting the Annual Report had been received and this would be reviewed at Mays meeting. However, there were a couple of items that needed emergency attention:

The motion was proposed, the motion was seconded

Members **AGREED**

1. For Cllrs Rayner, Smith, Bennet and Randell to help move the herras fencing safer at the slide a Northwold play area.
2. To instruct English Woodland to remove the ivy from the trees at Whittington play area, at a cost of £500.00.

This is to allow a tree report to be completed as a tree had fallen in this area.

8.2 To consider and agree if to purchase a flagpole for the Orchard.

The motion was proposed, the motion was seconded

Members **AGREED** for Cllr Rayner to look into this with costings etc and report back to Council later in the year.

8.3 To consider and agree if to contact Highways about the potholes at Little London

No action required as County Council are already dealing with this.

8.4 To consider and agree Councils report to Norfolk County Council in regards to speed management.

The motion was proposed, the motion was seconded

Members **AGREED** to send Highways the report as presented once Cllr Smith had updated the map.

8.5 To consider and agree if to purchase two brackets for the SAM2.

The motion was proposed, the motion was seconded

Members **AGREED** to review this in 6 months, due to the financial constraints on Council.

09 Policies, Documents and Communications.

9.1 To consider and agree the Chair of the Employment Committee

The motion was proposed, the motion was seconded

Members **AGREED** Cllr Bennett as Chair of Employment.

10 Correspondence

To consider correspondence received by the Council and agree responses Thereto

None

11 To Report any other business.

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council.

Cllr T MacMullen asked for the future off Northwold Play area to be place on the next agenda.

Cllr Bennett informed the meeting that the dog bin had now been temporary fixed and was waiting on a bolt to complete the work.
Cllr Bennett raised the issue of the wrought iron lamp post and that this indeed belonged to Council and needed fixing.
Cllr Nickles raised the issue of the Ownership of St Andrews Churchyard.

12 Date of next council meeting

12.1 2nd May 2024 at Whittington Church

MEETING CLOSED: 9:01PM

CHAIR: _____

DATE: _____