

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT
7.30pm ON TUESDAY 7th NOVEMBER 2017 AT SPIXWORTH VILLAGE HALL**

PRESENT

COUNCILLORS: Ms S. Holland (Chairman)
 Mr P. Lumb (Vice-Chairman)
 Mr V. Barrell Mrs K. Vincent
 Mr S. Vincent Mrs D. Holdroyd
 Ms S. Rudling Mr K. Harkin-Perry

CLERK: Mrs A. Barnes – Locum Clerk

D. Roper – County Councillor
 Mrs P. Harkin-Perry
 Mrs C. Lake

Reports and Parishioner's Question Time

1. PCSO Moore sent a written report. There had been 4 crimes in the last month.
2. Mr D. Roper reported that he had met with the Chief Constable about the loss of PCSOs in Norfolk and concerns over visible policing. He had been assured that Beat Managers would be more visible in the future and 81 uniformed officers were being recruited to replace the PCSOs.

Mr Roper also reported the NDR would be open at the weekend from Fakenham Road to Cromer Road with the NDR being completed by April 2018. A feasibility study was underway to look at the Western Link and relocating the Park & Ride and tip.

Budget consultations are going on with a proposal to increase the Council Tax by 4.9%. This will mean reductions in Children's Centres and Bus Grants. There is a possibility that Children's Centres and Libraries may be merged together and mobile libraries will be under review in the next 2 years. Council expressed regret at any loss of the mobile library service.

The complaint about the footpath repairs in Spixworth had been followed up and the footpaths were due to be resprayed this week.

AGENDA

1. **APOLOGIES** were received from Councillors Leighton and Sadler.

2. DECLARATIONS OF INTEREST

Councillor S. Vincent: as a District Council ward member for Plumstead and Broadland District Council Cabinet Portfolio Holder for Planning and Item 6.1 Finance.

Councillor K. Vincent: as a District Council ward member for Old Catton and Sprowston West and Item 6.1 Finance.

3. TO DISCUSS THE CO-OPTION OF TWO PARISH COUNCILLORS AND THE RESIGNATION OF MICHAEL PALMER

Mr K. Harkin-Perry was co-opted to serve on the Council. He signed the Declaration of Acceptance of Office and Register of Member's Interests.

One vacancy exists.

Mr Palmer had tendered his resignation as he no longer lived in Spixworth. The District Council have been notified and the Council will be advised if an election has been called. This had resulted in a vacancy for Vice-Chairman and Mr P. Lumb was proposed by S. Rudling and seconded by S. Vincent and agreed unanimously.

4. THE MINUTES of the previous meeting held on 3rd October 2017, which had been circulated, were amended as follows:

Item 9.7 After 'Buxton Road' add the words 'footpath from Crostwick Lane to Arthurton Road'.

They were then agreed by the Council and signed by the Chairman as a true record.

5. MATTERS ARISING

There were no matters arising.

6. FINANCE

6.1 Balances were noted.

The following cheques and payments were authorised for payment in accordance with the budget:

<u>November payments</u>		£
HMRC	PAYE 2016/17	
E.ON Electrical Company	Street Lighting	881.41
E.ON Electrical Company	Office Electricity	21.22
1&1 Website Hosting	Website	9.59
Norfolk ALC	Training – S. Rudling	30.00
Staff	Salaries	1467.63
A C Leigh Ltd	Office Door Lock	141.59
TT Jones Electrical	Street Lighting	2,359.58
TT Jones Electrical	Street Lighting	2,954.15
ABZAG Ltd	Contract fees	1,140.00
HAGS-SMP Ltd	See-Saw Repairs	962.40
Scooper Dooper	Dog Bin Emptying	563.32
Spixworth Village Hall MC	Room Hire	54.00
Award Spray Services	Spray P. Field	732.00
Norse Eastern	Paper Products	17.40
Norse Eastern	Village Hall Maint.	306.00
HMRC	Tax & NI Mth 7	341.14
E.ON Electrical Company	Street Lighting	910.80
E.ON Electrical Company	Office Electricity	25.53

Receipts

Spixworth Social Club	Loan repayment	355.30
Spixworth Social Club	Photocopying	15.00
HMRC	VAT Repayment	2682.55
Spixworth Village Hall Management Committee		1298.66

6.2 The bank reconciliation was approved by Councillors S. Holland.

7. PLANNING

The following Planning Applications were discussed by the Council:

- 20171636** **193 Arthurton Rd**
Amended Plans
No comment
- 20171740** **171 Buxton Rd**
Single Storey East Side Extension of Front Detached Garage
& Conversion to Annexed dwelling
No comment
- 20171765** **97 Buxton Road**
Variation of Condition 2 of Planning Permission 20170557 -
Repositioning of Approved Garage to the Rear of the Site
No comment
- 20171834** **Land Adj. to St Mary's Residential Home, North Walsham Rd**
2 no. Supported retirement Bungalows
No objection but re-negotiate Section 106 Agreement for additional dwellings
- 20171914** **94A Chestnut Ave**
Single storey side/rear extension
Concern over loss of garage (parking space) and no access to rear garden.

8. CORRESPONDENCE**8.1 Correspondence List**

1. Norfolk Parish Training and Support Newsletters
2. Norfolk Association of Local Councils (NALC) Weekly Newsletters
3. John Birchall/ NDR NDR updates
4. Norfolk Police – Consultation on the removal of PCSOs from Police Workforce from March 2018
5. RBS Rialtas – Notification of Maintenance Fee for 2018 £119pa.
6. Mrs J. Myhill – Regret at possible loss of Mobile Library service.

9. HIGHWAYS AND AMENITIES

9.1 The SAM2 data was circulated.

9.2 Councillors Holland, S. Vincent & Barrell had met with T.T. Jones Electrical Ltd to discuss the street lighting repairs. The NDR Team had agreed to pay for the repair

to Column NO. 611 in Buxton Rd, damaged by one of their vehicles. Councillor Barrell was thanked for getting this agreement.

It was agreed that an Inspect and Clean routine would be carried out each year on the street light on a 2-yearly rotation, half the lights in Year 1 and the remaining half in Year 2.

Concerns were expressed at the damage to street lights and it was agreed to strim around the columns rather than weedkill.

The column at Gregs Meadow will be repaired and it was agreed that Garden Guardian had done a good job with the grass cutting.

A quote had been received to move Column No. 635 from one side of Buxton Road to the other, cost £2450 plus VAT. Defer for Budget 18/19.

9.3 The slabs, bird table and other debris will be removed from Gregs Meadow, cost £500.

9.4 Tree Warden, Mr Geoffrey Burrows has resigned due to ill health. An advert for a new Tree Warden would be placed in the next Newsletter.

10. PERSONNEL

10.1 The Minutes of the Personnel Committee held on 16 October 2017 were noted.

10.2 Personnel Committee had interviewed and recommended to the Council appointing Mrs Carolyn Lake. This was agreed and she will commence on 4th December 2017.

10.3 The office need refurbishment to repair the cracked ceiling, wiring across the sink, plaster on the walls, a heater blocking the outer office wall to be moved under the window. It was agreed to obtain 3 quotes.

10.4 There is a requirement to reduce the amount of committee work and it was agreed to hold Finance & General Purposes Committee every 3 months, disband Highways and Amenities and replacement it with Councillors Barrell, Holland, K. Vincent and S. Vincent having responsibility for highways and Councillors Barrell, Rudling and Harkin-Perry having responsibility for amenities. They will report back to Council as and when necessary.

It was noted that the Cedar Ave and Park Rd signs need replacing and the Give Way sign by the Church has been knocked over.

11. NEIGHBOURHOOD PLANS

11.1 The Council has submitted the request to be the Designated Body to Broadland District Council. This request has been advertised by Broadland District Council for 4 weeks.

The Grant Applications have been submitted and the Council awarded £5,075 to be spent by end of March 2018.

The Steering Group had met on 25 October and will be meeting again on 14 December.

11.2 The Newsletter had gone out to advertise the Public Open Day on 11th November at the Village Hall. Each house and business in the village had also had a Neighbourhood Plan Newsletter. The stakeholders had been identified and notified of the event. Email updates are being sent to subscribers.

12. DATE OF NEXT MEETING

The date of the next meeting is Tuesday 5th December 2017 at 7.30pm at Spixworth Village Hall. Apologies were received from Councillor Rudling.

13. ITEMS FOR NEXT AGENDA

None.

There being no further business the Chairman closed the meeting at 8.50pm.

Chairman:

Date: