

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT  
7.30pm on TUESDAY 4 OCTOBER 2016 at SPIXWORTH VILLAGE HALL**

**PRESENT**

COUNCILLORS: Mr M Baggaley (Chairman)  
Mrs S. Holland (Vice-Chairman)  
Mr J. Sadler                      Mr V. Barrell                      Ms R. Leighton  
Mrs D. Holdroyd                Mr J. Tibbenham                Mr S. Vincent

District Councillor B. Kular  
District & County Councillor D. Roper

PUBLIC:                      Mrs Tibbenham  
CLERK:                      Mrs R. Buck

**THE CHAIRMAN** welcomed everyone to the meeting.

**POLICE MATTERS**

**Crime Statistics**

The figures for July were noted; 33 calls had been taken by the Control Room from/regarding the parish, and 8 crimes had been logged.

There was no report from the police.

It was noted that Sally Hoare from Broadland District Council did not attend the meeting. The Clerk was asked to research projects that CIL could be used for.

**AGENDA**

**1. APOLOGIES** were accepted from Mrs S. Rudling, Mr M. Palmer, Mrs J. Kidd and Mrs K. Vincent.

**2. DECLARATIONS OF INTEREST**

Councillor Sadler: as a member of Broadland Standards Committee; a Vice-President of Norfolk ALC; Chairman of the Norwich Airport Consultative Committee; a personal interest in any matter relating to the Code of Conduct or the bodies stated.

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

**3. THE MINUTES** of the previous meeting held on 6<sup>th</sup> September 2016 which had been circulated, were agreed, and signed by the Chairman as a true record with the following omissions.

*'District Councillor B. Kular, District & County Councillor D. Roper were removed as attendees.'*

#### **4. MATTERS ARISING**

4.1 The Clerks report was noted.

#### **5. FINANCE**

5.1 **Balances** were noted.

**Cheques and Payments** detailed on the attached schedule and totalling £5,475.69 were authorised for payment.

5.2 Bank reconciliation was noted.

5.3 The budget control report was noted.

5.4 Pauline James was approved as the Internal Auditor for 2016/17

5.5 The General Reserves figure was noted. Councillor S. Vincent requested a review of ear-marked reserves was undertaken. Clerk to put in on the agenda for Finance & General Purposes Committee.

5.6 The Social Clubs financial position was noted.

5.7 The LAIS notice surrounding Precepts was noted.

5.8 The Clerk provided 4 different options for office Broadband and Telephone. Councillor Baggaley proposed Plusnet, this was seconded and approved by the Council.

5.9 Councillor Holland provided an update regarding the 1&1 contract.

5.10 The Clerk reported the following:

- The post office account approved at September's meeting had been opened.
- The interest rates for Barclays Bank had decreased
- Further information from Broadland District Council regarding the deposit scheme had been received.
- The external auditor Mazars had confirmed a satisfactory audit for 2015/16.

#### **6. FINANCE & GENERAL PURPOSES COMMITTEE**

6.1 The amended minutes from 26<sup>th</sup> September 2016 were approved.

6.2 No virements were approved.

*Councillor Dan Roper joined the meeting at 8.40pm*

*The Chairman closed the meeting at 8.41pm to receive the County Council report.*

## REPORTS FROM DISTRICT / COUNTY COUNCILLORS

### Norfolk County Council

Budget consultations will commence from 31 October to mid-January, it has been predicted that has been an overspend of approx. £22 million.

Devolution – due to changes in central Government the decision date has slipped back to 21 November.

### Broadland District Council

It is unlikely that bin collections within the Broadland District will move to 3 weekly collections.

Councillor Tibbenham asked Councillor Roper to look into the dilapidated verges on Russell Avenue.

## 7. PLANNING MATTERS

### 7.1 Planning Committee

7.1. The minutes of the Committee meeting held on 6 September 2016 were approved.

7.2 There was no planning meeting prior to the Ordinary meeting.

### 7.3 Permissions & Enforcement Matters

The Clerk gave an updated report; one case was ongoing in Spixworth, no cases had been closed.

7.4 1 property was reported to be in a state of disrepair, the Clerk to contact the enforcement team at Broadland District Council.

## 8. CORRESPONDENCE AND REPORT OF MEETING(S) ATTENDED

### 8.1 Correspondence List

A list of the correspondence received had been circulated, and was updated at the meeting; all items were available from the Clerk. A list is attached to the signed copy of these minutes.

8.1.1 The parishioner's letter regarding speeding and the Clerks actions were noted.

### 8.2 To consider proposals from Broadland District Council

8.2.1 The Council approved to explore the possibility of shared maintenance services with Broadland District Council. Clerk to provide Broadland District Council with the information they require.

8.2.2 Councillor Baggaley expressed an interest at being a Heritage Ranger volunteer. Clerk to express Councillor Baggaley's interest.

8.3 The Council did not approve investigating public rights of way within Spixworth.

**8.4** Councillor Baggaley gave a verbal report of the meeting regarding the Greater Norwich Plan.

## **9. HIGHWAYS MATTERS**

**9.1** Councillors, K. Vincent through Councillor S. Vincent, M, Baggaley and V. Barrell volunteered for SAM2 training, Clerk to liaise for suitable training times.

**9.2** The Clerk reported that she had heard of a possible road closure in Spixworth. Clerk to investigate further.

Councillor S. Vincent asked the Clerk to enquire as to who the verges belong to in order to monitor the volume of cars that are parked on verges.

Councillor S. Vincent enquired as to the location of the mile marker from Quaker Lane, the NDR team advised the Parish Council that it would be moved to storage, Clerk to enquire over it's current placement.

## **10. AMENITIES MATTERS**

**10.1** The minutes of the Committee meeting held on 26 September 2016 were approved.

**10.2** The Chairman gave an update on the Hopkins Homes land. Councillor Sadler requested the Clerk contact Broadland District Council regarding the fence along the Northern Boundary to ensure it fit with the specification.

## **11. DECEMBER'S MEETING**

The Council approved for the meeting to be put back to an 8pm start to allow participation at the Police engagement meeting on the same evening.

## **12. NORSE**

The Council approved the recommendations Councillor Palmer made in relation to the Norse contract and the service received.

## **13. AOB**

The Council approved the invitation to Broadland District Council for the next Council meeting to discuss Neighbourhood Plans.

*Councillors, Roper and Kular, Mrs Tibbenham and the Clerk were excused from the meeting at 9.40pm*

## **14. CLERK'S APPRAISAL**

After discussion, the Council noted the Clerk's appraisal review and were asked to consider amendments to the current way of working for discussion at November's ordinary meeting.

It was noted that if there was no response to emails from Councillors it was because they were satisfied with the content.

*With their being no further business the Chairman closed the meeting at 10.10pm*