

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT
7.30pm ON TUESDAY 5th DECEMBER 2017 AT SPIXWORTH VILLAGE HALL**

PRESENT

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

CLERK: Mrs C Lake- Parish Clerk
Mrs A. Barnes – Locum Clerk

Reports and Parishioner's Question Time

1. PCSO Moore sent a written report. There had been 6 crimes in the last month.
2. A parishioner reported problems with parking on Arthurton Road, round top of Hawthorn Close. Chair advised to get in contact with PCSO.

AGENDA

1. APOLOGIES

Apologies were received from Councillors Shelley Rudling, Jack Sadler and Karen Vincent.

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.

3. TO DISCUSS THE CO-OPTION OF TWO PARISH COUNCILLORS

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

Mr P Lumb, Mr D Self and Mr K Harkin-Perry to attend councillor training, Parish Clerk to arrange.

One vacancy exists.

4. THE MINUTES

The Minutes of the previous meeting held on 7th November 2017 were 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>December payments</u>		£
Staff	Salaries	2319.81
E.ON Electrical Company	Office Electricity	31.85
1&1 Website Hosting	Website	9.59
Norfolk ALC	Training – C Lake	60.00
ABZAG Ltd	Contract fees	3060.00
Spixworth Village Hall MC	Room Hire	80.00
Norse Eastern	Village Hall Maint.	84.36
HMRC	Tax & NI Mth 8	329.14
Garden Guardians	Grass Cutting	996.00
Siemens	Photocopier lease	314.95

Receipts

Spixworth PCC	Photocopying	16.00
Spixworth Village Hall Management Committee		70.30
Groundwork UK	NDP Grant	5075.00

The bank reconciliation was approved by Councillors S. Holland.

6.2 Confirm Finance meeting for 19th December 2017.

6.3 Clerk received quotes for new electricity provider. Council agreed to change to Opus.

6.4 The Council agreed the removal of previous clerk Mrs R Buck as a signatory of the bank accounts at Barclays and for Mrs C Lake to be added as a new signatory for banking purposes only. No authorisation to sign cheques. The Financial regulations will be amended.

7. PLANNING

The following Planning Applications were discussed by the Council:

20171992 **31 Crostwick Lane**
Extension to side and rear of current property, increasing from a 3 bedroom to a 5 bedroom

No comment

20171834 **Land Adj. to St Mary's Residential Home, North Walsham Rd**

2 no. bungalows have now been withdrawn

8. CORRESPONDENCE

8.1 Correspondence List

1. Newsletter circulated
2. Broads Authority carrying out a consultation plan

3. Norfolk Police – Consultation on budget proposals
4. Police & Crime Commissioner Budget Consultation 2018/19
5. Broads Authority Local Plan Consultations to 5th January 2018

9. HIGHWAYS AND AMENITIES

9.1 Awaiting SAM'S data. The SAM 2 will be moved at the weekend.

9.2 Mr Barrell reported that part of the NDR would be opening on the 15th December and it was intended to hard block off Rackheath Lane. Mr Barrell had spoken to two local residents and the land owner had said he would not allow the road to be blocked until a new access to his farm had been created. Mr Barrell to contact D Roper.

11. NEIGHBOURHOOD PLANS

11.1 S Vincent fed back that event held in November was received well, good feedback from approximately 60 people who attended. The area has now been designated and a grant has been received from Groundworks (Locality). Advised the next steering group on the 14th December 2017 at 7:00pm at Spixworth Parish Office.

12. DATE OF NEXT MEETING

The date of the next meeting is Tuesday 2nd January 2017 at 7.30pm at Spixworth Village Hall.

13. ITEMS FOR NEXT AGENDA

None.

There being no further business the Chairman closed the meeting at 8.12pm.

Chairman:

Date: