

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT  
7:30 pm ON TUESDAY 5<sup>th</sup> FEBRUARY 2019 AT SPIXWORTH VILLAGE HALL  
ROOM 84**

**PRESENT**

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

CLERK: Mrs C Lake- Parish Clerk

**Reports and Parishioner's Question Time**

*Norfolk County Council-* Councillor Roper reported that the current key area is children services, 35 centres will be closing including out centres. Only Acle and Drayton will remain open. D Roper looking to put money in from his budget there are still questions and decisions to be made.

Councillor Roper carried out a site visit with Norfolk County Council Highway Engineer Ben Rayner, it was noted that the junction near St Peter's Church and S bend from Frettenham into Spixworth that the road markings need re painting. Ben Rayner will look into working on a scheme going forward D Roper will also provide help towards this from his own budget.

NDR Wroxham Road Roundabout, Ben will arrange for more arrows to be painted to help with lane direction.

*Broadland District Council-* Have held their budget meeting, Council Tax will increase by £5 in the next 3 years, however there is no plan for an increase this year. Broadland is making savings this year but not sure what will be saved with collaboration with South Norfolk.

Where a discount was previously received, there will now be a 50% council tax premium on properties that are un occupied

**AGENDA**

**1. TO ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received from D Holdroyd and K Vincent (part)

**2. DECLARATIONS OF INTEREST**

Councillor S. Vincent: as a District Council ward member for Plumsted, Leader of Broadland District Council.

**3. COUNCILLORS RESIGNATION**

It was noted that Shelley Rudling has resigned as Parish Councillor. The chairman thanked Shelley for the work she has done for the Parish Council in the last 3 years.

**4. MINUTES OF PREVIOUS MEETING**

The Minutes of the previous meeting held on the 8<sup>th</sup> January were agreed and the minutes were signed off by the Chairman as a true record.

**5. MATTERS ARISING (NOT COVERED BY AGENDA)**

Councillor S Vincent asked if Norfolk County Council Highways would dispose of broken grit bin from St Mary's Church. Clerk confirmed that they would remove it.

**6. FINANCE**

6.1 Balances were noted. The following cheques and payments were authorised for payment in accordance with the budget as per tabled schedule 5<sup>th</sup> February 2019.

6.2 Bank Reconciliation as of 31<sup>st</sup> January was noted  
Payments approved by Councillors V Barrell and K Harkin-Perry

Councillors agreed Clerk's and village keeper salary payment for the end of February 2019, Clerk to agree March 2019 salary payments at next parish meeting.

6.3 Clerk presented council with a quote from One Com for the office telephone and broadband. By switching suppliers the Parish council will save on average of £20 per month. Councillors agreed to go ahead on the condition that the clerk confirms with Onecom that it is an annual contract. , proposed by Councillor Self, seconded by Councillor Lumb.

6.4 The clerk noted the National Association of Local Councils national salary award for April 2019

6.5 The Council agreed to replace the broken Victorian lantern on Buxton Road at a cost quoted by Cozens of. £665 + VAT

6.6 It was agreed that streetlight column 193 which was shining into a property bedroom window would be replaced with a new LED light rather than a deflector hood as part of the councils LED streetlight replacement programme.

6.7 The clerk provided three quotes to replace the office broken hoover. The Council agreed that a purchase of a new hoover could be made up to £100 maximum.

6.8 In accordance with Financial Regulations; Spixworth Parish Council has agreed to appoint Roger Canwell as their internal auditor for year end March 2019

### **Approved payments for January 2019**

#### **Expenses for January/February 2019**

<b>23.01.2019</b>	C Lake	Salary	BACS	1056.81
<b>30.01.2019</b>	C Chaney	Salary	BACS	313.10
<b>25.01.2019</b>	Opus Energy	Office Electricity	DD	44.79
<b>31.01.2019</b>	1&1	Broadband	DD	9.59
<b>16.01.2019</b>	EON	Street lighting	DD	911.81
<b>30.01.2019</b>	Viking Direct	Stationary-A3 Paper Newsletters	BACS	30.44
<b>31.01.2019</b>	ICO	Information Commissioners Office Annual Renewal	BACS	35.00

**TOTAL=£2401.54**

#### **(o/s payments to be agreed and paid after meeting)**

<b>6.2.2019</b>	Mayday	Printer copies		42.94
<b>6.2.2019</b>	Norfolk Pension Fund	Pension Cont-Jan 2019		342.60
<b>6.2.2019</b>	HMRC	Tax Payment-Jan 2019		265.22
<b>6.2.2019</b>	A Barnes	Salary		45.42
<b>6.2.2019</b>	SVHMC	V Hall Hire-SNAP meeting		24.00
<b>6.2.2019</b>	SVHMC	Neighbourhood Plan Room Hire		20.00
<b>6.2.2019</b>	Cozens	Streetlight Maintenance-Dec 2019		450.00
<b>6.2.2019</b>	NPFA	Annual Subscription		30.00
<b>6.2.2019</b>	Mayday	6 Month Maintenance Support		126.00
<b>6.2.2019</b>	Siemens	Printer Lease (Feb-May 2019)		136.15
<b>23.2.2019</b>	C Lake	Feb Salary		1224.63
<b>28.2.2019</b>	C Chaney	Feb Salary		250.60

#### **Income for January 2019**

18.01.19	Social Club	Loan Repayment	100053	355.30
14.01.19	SVHMC	Various invoices	BACS	1759.93
31.01.19	NALC	CiLCA Part Funding Refund	BACS	125.00

**TOTAL=£2240.23**

## **7. PLANNING MATTERS**

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Chairman 5<sup>th</sup> March 2019

7.1 The following Planning Applications were discussed by the Council:

**20180708 Reserved Matters Applications-Phase one strategic infrastructure on land north of Sprowston and Old Catton between Wroxham Road and St Faiths Road**

Being considered at BDC Planning committee  
No comment was received from the Parish Council.

**20190057 162 Arthurton Road, Spixworth, NR10 3QZ**

Two Storey Side Extension  
No comment was received from the Parish Council.

**20190043 74 Lillian Road, Spixworth, NR10 3PZ**

Single Storey Rear Extension  
No comment was received from the Parish Council.

**20190047 20 Redwing Gardens, Spixworth, NR10 3RG**

Garage Conversion & Link Hallway  
No comment was received from the Parish Council.

7.2 Permissions and Refusals

None

## **8. ALLOTMENTS**

The Chairman and locum clerk Mrs A Barnes attended a meeting with the parish council's solicitor on 31 January 2019 to ascertain the legal processes and to obtain advice as to the best course of action for both the Parish Council and the Trust in relation to access to the allotments when they become available.

The Trust needs to protect the use of the playing field and without the Easement footpath anyone using the car park can wander across the playing field causing damage to the grass area. If the same route is taken over a number of years this will wear away a trod path and will establish a Prescribed Right of Way after 20 years.

A trustee meeting will be called to make a final decision regarding access to the allotments.

## **9. CORRESPONDENCE**

1. Email from NCC Children Services Briefing
2. NALC Bulletin
3. Police Newsletter

**10. AMENITY MATTERS**

10.1 The parish council has received reports that the swing on Orchard Road Park has been broken.

Councillor Barrell will take some photographs and report back to the council with regards to what repairs are needed.

**11. HIGHWAY MATTERS**

11.1 Councillor Self presented the council with a chart showing the latest speeding prosecutions for Spixworth and surrounding areas.

Clerk will add chart to website and social media pages

**11 NEIGHBOURHOOD PLANS**

11.1 Now discussing consultation with national bodies, a history of Spixworth has also been drafted.

In the final stages of pulling everything together to make sure nothing has been missed.

The pre submission will take 6 weeks; support documents are then completed and submitted to Broadland District Council.

**12. TO AGREE THE DATE OF THE NEXT MEETING**

The date of the next Parish Council Meeting is Tuesday 5<sup>th</sup> March 2019 at 7:30pm at Spixworth Village Hall, in room 89

**13. ITEMS FOR NEXT AGENDA**

There being no further business the Chairman closed the meeting at 8.31 pm