

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT
7:30 pm ON TUESDAY 4th JUNE 2019 AT SPIXWORTH VILLAGE HALL ROOM**

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PRESENT

COUNCILLORS: Mr P Rowe (Chairman)
Mrs S Holland (Vice Chairman & District Councillor)
Mr V. Barrell
Mr K Harkin-Perry

CLERK: Mrs C Lake- Parish Clerk
Mrs A. Barnes – Locum Parish Clerk
Mr D Roper, County Councillor

One member of the public was in attendance at the meeting.

Reports and Parishioner's Question Time

Norfolk County Council- Councillor Roper reported that the council need to cap their budget, £40 million cuts need to be made, and figures are dependent on grants received. Council tax will increase by 2% this year to balance the books.

Next month a decision will be made regarding the route for the Norwich Western Link, this relates to capital and revenue spending currently at transition stage. Councillor Holland asked a question about the new lighting and whether there will be improvements. Councillor Roper responded that it will be cosmetic work and repairs at this stage.

Councillors requested that the Parish Council invite a representative from Norfolk County Council Highways to a meeting to discuss issues with the NDR.

Broadland District Council- Councillor Holland advised that an overview and scrutiny meeting took place today but nothing to report back as yet.

AGENDA

1. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received from K Vincent and S Vincent

2. DECLARATIONS OF INTEREST

None

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3. CO-OPTION OF PARISH COUNCILLORS

No applications were received

4. MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting held on the 7th May 2019 were agreed, and were signed off by the Chairman as a true record.

5. MATTERS ARISING (NOT COVERED BY AGENDA)

None

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 4th June 2019.

6.2 Bank Reconciliation as of 29th May 2019 was noted
Payments approved by Councillors S Holland and P Rowe.

Councillors agreed Clerk's and village keeper salary payment for June 2019

6.3 The council agreed to trial the printing of the newsletter again with colour print. Councillor Holland advised using a publisher package which she will share with the clerk so the newsletter can contain more information boxes. Feedback was received that the previous newsletter did not have enough information on; the clerk commented that this was due to a lack of space because of election advertisement and speeding result diagram.

6.4 The end of year accounts was agreed by the Council for the annual return

6.5 The clerk provided a hard copy of the internal auditors report and the Annual Governance and Accountability Return Form 2018/19 was signed by the chairman

Approved payments for May 2019**Expenses May 2019**

15.05.2019	EON	Streetlight Electricity-May 2019	DD	899.65
20.05.2019	BT	Office Telephone	DD	189.21
23.05.2019	C Lake	May Salary	BACS	1182.06
28.05.2019	OPUS Energy	Office Electric	DD	39.62
29.05.2019	1&1	Broadband	DD	9.59
29.05.2019	C Chaney	May Salary	BACS	262.80

TOTAL- 2582.93

(Outstanding Payments)-£5077.06 to be agreed at 4.6.19 Parish Meeting

5.6.2019	Norfolk Pension	Pension Contribution	392.34
5.6.2019	HMRC	Tax Payment	306.77
5.6.2019	Kenny Harkin-Perry	Materials to fix gate on Greg's Meadow	16.17
5.6.2019	SVHMC	Hire of Village Hall-NP Event	84.00
5.6.2019	SVHMC	Meeting Room Hire	20.00
5.6.2019	Royal British Legion Spixworth	Donation	100.00
5.6.2019	A Barnes	May Salary	75.00
5.6.2019	Cozens	Street lighting Maintenance-Apr	450.00
5.6.2019	Flameskill	Village Hall Payment	145.08
5.6.2019	Norse	Grounds Maintenance	104.89
5.6.2019	Norse	Grounds Maintenance	866.83
5.6.2019	Roger Canwell	Internal Audit Fee	75.00
5.6.2019	Garden Guardian	May Maintenance	1060.80
23.6.2019	C Lake	June Salary	1117.38
27.6.2019	C Chaney	June Salary	262.80

TOTAL-£5077.06**No Income received for May 2019****7. PLANNING MATTERS**

7.1 The following Planning Applications were discussed by the Council:

20190777- 12 St Mary's Court, Spixworth, NR12 7DE

Description: Conservatory to the rear

No comments were received from the Parish Council.

7.2 Permissions and Refusals

None

7.3 20150991/20171221 – Land adjacent to St. Mary's Court, Spixworth
ALLOTMENTS

If the Parish Council takes on the 999-year Lease for the Allotments, they will need to access them and the Council's solicitor, Ashtons Legal, have been asked to ensure the Lease covers a right of access through either Rosa Close or St. Mary's Court, North Walsham Rd. The Parish Council will also require a Rolling Break Clause in the Allotment Lease to allow them to get out of the Lease at any time. This is a fall-back in case the allotments cease to be needed by the village.

The Parish Council have been advised that Clerks Well Development is allegedly refusing to pay the legal fees for the Allotment Lease. They have been reminded that this is a contractual obligation under the Section 106 Agreement. The Parish Council

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has also written to Phil Courtier, Broadland District Council, to ask them to remind Clerk Wells of their legal obligation.

8. CORRESPONDENCE

1. Police Newsletter-email
2. NALC Chief Executive Bulletin-email
3. NALC Newsletter-email
5. East Anglian Air Ambulance-email
6. Norwich Western Link Update-email

9. AMENITY MATTERS

9.1 The clerk raised the matter of 3 streetlight columns that needed replacement on the advisement of Cozens. This was raised in December 2018; the council decided to review them on a monthly basis as it was felt there was no serious damaged that needed addressing at that time. Councillor Barrell and Councillor Rowe offered to inspect the columns again to see if there is any further damage.

9.2 The council discussed the issue reported by several parishioners of vehicles being parked on grass verge in Arthurton Road. Clerk to check ownership of grassed area and with grass cutting contractor.

9.3 The clerk retained a cheaper quote for the baby swing on Orchard Road, Sovereign Play cam and checked the area and suggested the best model to the clerk. The Council agreed for the clerk to order the swing.

9.4 The Council discussed the need to have monthly inspections carried out on the parish play areas and gym equipment on Greg's Meadow. Councillor Barrell offered to do this but with the support of other councillors as and when needed.

10. HIGHWAY MATTERS

No matters were reported

11 NEIGHBOURHOOD PLANS

11.1 Councillor S Vincent provided an update via a report which was read out by the chairman.

12. TO AGREE THE DATE OF THE NEXT MEETING

The date of the next Parish Council Meeting is Tuesday 2nd July 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 8.59 pm

