

Necton Parish Council



Minutes of Council Meeting held Monday, 06 June 7.30 pm in the Necton Rural Community Centre

Parish Councillors (8) present:

David Matthews (Chairman), Frank Woodward (Vice-Chairman), Denise Axham, Joe Sisto, Ian Thompson, Steve Cheshire, Clive Pellett, Phil Hayton.

Also in attendance:

Gabrielle Joyce (Clerk)
14 members of the public
Cllr Mark Kiddle-Morris (NCC)

1. To receive and approve apologies for absence

All members present.

2. To receive any declarations of interest from Members & consider requests for dispensation

Cllr Thompson declared a pecuniary interest in item 6.2.

3. To approve minutes of Council meeting held on 09 May 2016

The minutes were agreed by all and signed by the Chairman as a true record.

4. To report progress on matters arising (Clerk's report)

The Clerk circulated a written report prior to the meeting and summarised some of the key points:

- Road markings for School drop off were completed by NCC on 2 June 2016
- Funds from Statoil have now been received by Norfolk Community Foundation and the funding towards 2 bus shelters on the A47 will be received by the Parish Council within this month.
- The Trod along Hale Road was completed by NCC on 2 June 2016.
- Funding application to Breckland Council for a new seesaw for the children's play area has been successful. This work is now scheduled and expected to be complete within 8 weeks.
- Following feedback from attending public regarding poor audio quality of meetings, the Clerk is researching microphone systems and funding.
- Advertising continues for the post of Community Centre Caretaker.

5. Reports from:

5.1 Norfolk County Council, Cllr Mark Kiddle-Morris: Reported that NCC is budget setting for 2017/18.

5.2 Breckland Council, Cllr Nigel Wilkin: None received.

Public Participation Session opened at 19.50

- A resident reported that there is a dog-fouling problem on the designated play area adjacent to the Manor Farm practice off North Pickenham Road. Could the Council arrange for appropriate signage.
- A resident reported that cars are parking on the road outside the Plowright Surgery, very close to the corner of junction. This is an ongoing safety risk and could the Council arrange for yellow lines. Cllr Kiddle-Morris advised that lines would cost in the region of £4,000 and they are unlikely to be policed as parking enforcement in Breckland is contracted out to Kings Lynn District Council who are struggling to service the existing contract and focusing only on the market towns.
- A resident reported that the old school grounds and building are in derelict and overgrown state. What is the plan and why are they allowed to leave this property in such a state.
- The Clerk reported that a resident asked that the Council take the opportunity to campaign for a roundabout at the junction of A47 before the opportunity is removed with the development of adjacent sites. Cllr Kiddle-Morris advised that a roundabout would cost in the region of £2,000,000, a significant obstacle at present. The duelling of the A47 is a priority for this region and devolution may help facilitate this work sooner than currently scheduled. The Chairman indicated that the Parish Council took every opportunity to make the case for a roundabout, including in planning applications.

Session closed at 20.15

6. Planning Matters

6.1 To receive results of outstanding applications

3PL/2016/0114/F new dwelling in The Grove – approved by Breckland Council.

Cllr Thompson left the room ahead of the following item (declared interest).

6.2 To receive new planning applications relevant to the village and make comment

3PL/2016/03880/O Town Farm, 4 new dwellings: Supported, with a question as to whether the access is wide enough to accommodate two cars and if not, will it be widened as part of the development.

Cllr Thompson returned to the meeting.

6.3 To consider the revision of planning application 3PL/2016/0491/F, 20 Hale Road

The revision accommodates a turning circle within the site and a reduction of parking spaces from 14 to 10. The applicant has also offered Plowright Surgery staff parking to help alleviate current on-road parking incidents. The applicant was invited to speak about their planned usage.

All agreed that the offer of reciprocal parking arrangement is good and may help alleviate some of the existing parking problems. Cllr Thompson stated that the location is unsuitable for this application given the current infrastructure limitations. Cllr Cheshire stated that the whole village infrastructure is very poor and unsuitable for modern usage and this is a matter that should be addressed within the Breckland Plan.

6.4 To receive update on Local Plan

The Clerk reported the forthcoming schedule for Breckland's Local Plan: Interim settlement boundary review & sites consultation – July to August 2016, Pre-submission consultation – November to December 2016, Local Plan submission to the Planning Inspectorate – January 2017.

6.5 To note correspondence received from Necton Little Oaks regarding new premises

This was noted.

7. To consider options for provision of adequate pedestrian crossing facility on Hale Road by shop

Cllr Hayton is currently researching options, preparing drawings and will bring for members' consideration at the next meeting. Item deferred to next meeting.

8. To receive update from Necton Allotment Society

The Clerk reported that with a number of new plot holders, there is now more than 50% of the site occupied.

9. Finance

9.1 To agree payments of invoices received during May

The following payments were agreed:

Payee	Reason	Chq no	Amount	VAT portion*
G Joyce	May Salary	SO on 25 May		
BT phone	Parish office phone rental	DD on 26 May	28.56	4.76
L Luff	May salary	102586		
EON	Electricity for street lights including a refund for LED conversion	102587	63.64	10.61
TT Jones	Street Light maintenance for April	102588	150.64	25.11

Zurich Municipal	Parish Council insurance for May 2016 to May 2017	102589	2,073.69	
L Cantera	Internal Auditor fee (statutory obligation)	102590	105.00	
G Joyce	May Expenses for travel, postage and training	102591	91.35	8.00
SLCC	Conference day rate for Clerk, 10 June	102592	45.60	7.60
Gary Lake	Clearance of Moles in play area during early spring	102593	80.00	

9.2 To receive current financial statement and progress against budget

Bank reconciliation & budget monitoring reports were circulated prior to meeting.

Receipts in May: £228 NRCC admin fee & £3,884.14 VAT refund following large expenditure in April.

Current Account on 02 June 2016: £24,773.52. There were no questions raised.

9.3 To receive and approve the annual governance statement 2015/16

Cllr Matthews read out the annual governance statement. It was agreed and approved by all and signed by the Chairman and Clerk.

9.4 To receive and approve the accounting statement for 2015/16

Cllr Matthews read out the accounting statement. It was approved by all and signed by the RFO and Chairman.

9.5 To confirm the process by which electors may exercise their rights of inspection of Annual Return

The rules have changed slightly this year with the RFO now setting the appointed date for the exercise of electors' rights and the period, which the accounts are available for public inspection. The period must be a 30 working day period that includes the first 10 working days of July 2016. This Council dates will be 10 June to 21 July. The date of Appointment will be 25 July. The date of notice will be 7 June. All relevant documents will be published on the Council website to enable free and easy access for all.

9.6 To confirm a date for internal control review of Apr-May accounts

Cllr Thompson will conduct quarterly review on 14 June. A report will be presented at the next meeting.

10. To adopt revised Financial Regulations

This revision provides for 3 minor amendments to the model Financial Regulations by NALC on which this Council's regulations is based. This revision follows from the recommendation in the recent Internal Audit report. The revision was agreed and adopted. The revised regulations will be published on the Council website.

11. To receive update from Business Plan working group and consider recommendations

Cllr Thompson has been selected as the lead on this working group. A meeting will be organised as soon as possible and a report will be presented at the next meeting.

12. To receive updates from individual Council Members (for information only)

- Cllr Woodward reported on a SNAP meeting, which was very poorly attended and in his view a complete waste of time.
- Cllr Matthews reported his action in relation to complaints received from residents on St Andrews Lane regarding extended roadworks by UKPN (substation connection). The Clerk will make a formal complaint to Statoil.

13. To receive any items for inclusion on the next agenda (for information only)

Business plan, pedestrian crossing of Hale Road, 20s plenty campaign, Standing Orders revision, internal control policy & procedure review, report from attendees of Parish Paths Seminar on 13 June.

14. To confirm date and time of the next Parish Council Meeting Monday, 04 July 2016, 7.30 pm.

Confirmed.

15. To pass a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public and press for a confidential item relating to employment matters.

Resolution passed.

The Clerk left the room ahead of the following item. Cllr Matthews took the minute.

16. To receive update from personnel working group & consider recommendations

Cllr Matthews and Cllr Cheshire reported on a positive appraisal with the Clerk on 4 June.

It was agreed to apply the new National Salary Award pay scale for SCP 22 (£10.632) to the Clerk's salary, effective of 01 April 2016. A revised bank mandate was signed by Cllr Woodward and Cllr Axham to effect the change in the existing standing order instruction.

The Clerk returned to the room.

Meeting closed at 9.19 pm.

Minutes signed by Chair (or designate) _____ on _____