

Necton Parish Council

Minutes No: 2017/11/1

Minutes of Parish Council Meeting held Monday, 05 March 2018 7.30 pm in the Necton Rural
Community Centre



Parish Councillors (9) present:

David Matthews (Chairman) Frank Woodward (vice-chairman), Joe Sisto, Phil Hayton, Fraser Bateman, Ian Thompson, Jean Bass, Denise Axham, Frank Stopp

Also in attendance:

Gabrielle Joyce (Clerk)
12 members of the public
Mrs Fatch-Lovesey & Mr Ivany representing Vattenfall
Cllr Nigel Wilkin (Breckland Council)
Cllr Kiddle-Morris (Norfolk County Council) arrived at 8.09 pm, left at 8.39 pm

1. To receive apologies for absence

No apologies.

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

None.

3. To approve minutes of Council meeting:

3.1 05 February 2018: the minutes were **agreed** by all and signed by the Chairman.

3.2 15 February 2018, extraordinary meeting: the minutes were **agreed** by all and signed by the Chairman.

4. Reports from:

4.1 Parish Clerk

The Clerk's report was circulated to members before the meeting. There were no questions.

4.2 Cllr Kiddle-Morris

- NCC budget for 2018/19 was set on 12 February with no change to previous report.
- Police Commissioner has requested a business case for take-over of the county's Fire Service. If this is considered viable, it will be subject to public consultation.
- During the recent extreme weather conditions, there was a great contribution of practical support from gritting teams, farmers, builders and other residents to help and keep people safe.
- Thanks to the (outgoing) Clerk, who has been a good support during her term in post.

4.3 Cllr Wilkin

- Breckland Council have launched a new initiative to help promote local business – ShopAppy, focusing first on market towns, it is hoped that this will extend to all small businesses in the district. A series of workshops are running during March.
- Regarding the Old Diner site, a process complication relating to highways is being considered, slowing the planning process.
- When asked by a member, Cllr Wilkin stated he understood Breckland's policy regarding adoption of open space and streetlights is considered on an individual site basis.

4.4 Mrs Sue Fatch-Lovesey, Local Liaison Officer, Norfolk Vanguard & Boreas

Mrs Fatch-Lovesey presented a report on the recent decisions made by Vattenfall in relation to their proposed sub-station development. The presentation will be published on this Council's website. There were a number of questions posed by Councillors and Mrs Fatch-Lovesey committed to provide a response.

Cllr Matthews stated that this village will have a 'permanent scar' in terms of the National Grid extension and the two substations (for Vanguard and Boreas) and Vattenfall must recognise this. Mrs Fatch-Lovesey confirmed that Vattenfall understand and explained that as they proceed towards a Development Consent Order (DCO) mitigation is a main priority. Following submission of the DCO, Vattenfall want to focus on working with Council and community on identifying community investment.

Necton Parish Council

Minutes No: 2017/11/2

5. Public Participation Session opened at 8.20 pm

- A resident expressed concern about the potential noise levels from the proposed development and it did not seem that the research on noise to-date is sufficient.
- Concern also expressed about the lack of consideration in the proposal of the longer-term impact in terms of health, flooding, etc.
- A resident asked if some of this infrastructure could be located underground.
- A resident asked that the landscape views take a wider aspect
- Another resident expressed concern about potential light pollution.
- A resident asked what advantage is HVDC to Necton, given the main noise emitter; the transformers will be located outside.

Session closed at 8.32 pm

6. Vattenfall sub-station development

6.1 To report on outcome of meeting with Mr George Freeman and Vattenfall, held 23 February

This meeting, chaired by Mr George Freeman, MP for mid-Norfolk was attended by four representatives from Vattenfall, two representatives from Necton Substation Action Group, seven Necton Parish Councillors, Cllr Wilkin of Breckland Council, Cllr Kiddle-Morris of Norfolk County Council and the Clerk.

The key outcomes are summarised as follows:

3 significant items of uncommon ground between parties

- Extra height of DC version on high ground – requires significant mitigation / community benefit measures
- Flood risk associated with large scale development (attenuation ponds cited as mitigation measures)
- Technical restraints of alternative site options not clearly identified

Next steps:

- Another meeting of same group to convene 5-6 weeks
- Parish Council to produce a list of community benefits as identified by the community
- Process should involve contributions from the wider community – especially representation from young people and families.

A further meeting of this forum is scheduled for 20 April.

6.2 To consider how to engage with residents to identify desired community benefits

Cllr Matthews clarified that the Council's engagement in this process should not be seen as acceptance of the proposed development, but rather as a responsibility on the Council to consider the potential that the development be granted permission by the Planning Inspector and therefore this Council will engage with the community to identify community investment initiatives and benefits.

It was **agreed** that Cllrs Sisto, Bass, Hayton and Stopp would form a work group to bring together an 'ideas package' through engagement with specific sections of the community, particularly School, Church and local businesses. This group will report back at the April meeting.

7. Planning Matters

7.1 To receive results & updates of outstanding applications

- 3PL/2017/1204/O, 63 Hale Road – gone to appeal against a non-determination of the planning application within a statutory period by Breckland council.
- 3PL/2018/0035/VAR, 23 Chantry Lane – the variation has been approved (reduction of footprint)
- 3PL/2017/1553/O, 45 Kett's Hill, revised drawing of site plan.

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

None.

Necton Parish Council

Minutes No: 2017/11/3

8. Finance

8.1 To agree payments of invoices received during February

It was **agreed** to make the following payments.

Payee	Reason	Amount	VAT portion
Employment costs for February (2 staff)	Salary, pension, HMRC payments	1,795.99	
BT	Phone line rental Jan	25.92	4.32
Fenland Leisure Ltd	Cable runway routine maintenance	587.20	97.87
NALC	Local Councils Explained – reference book	19.99	
VHP Roofing & Scaffolding	Stage for Festival 2017 (paid from agreed budget)	1,800.00	300.00
Eon	Street light energy January	332.27	55.38
TT Jones	Street light maintenance Dec & Jan	316.54	52.76
Clerk	Feb expenses – stationery, mileage, office furniture	408.13	66.15

8.2 To receive current financial statement

- Actual income yr. to date: £93,005.12. Actual outgoings yr. to 27 February: £64,561.56 (not including the above approved payments). Bank reconciliation to 27 February 2018 circulated to members before the meeting.
- Insurance claim payment of £2,138.53 received to bank on 13 February 2018.
- There were no questions from members.

8.3 To confirm that a grant of £350 be awarded to Necton PCC

Last month Council agreed a grant payment of £300, however the application was for £350 and this item serves to confirm that the application is still acceptable. It was **agreed** that the payment of £350 be paid in April 2018.

8.4 Internal audit for year-ending 31 March 2018 – to confirm auditor & scope of audit

It was **agreed** to commission Luisa Cantera to be the Internal Auditor for 2017/18.

8.5 To consider & agree scope of audit for 2018/19

In recognition of the change in Council personnel, It was **agreed** to commission a mid-year audit for 2018/19, in addition to the normal year-end audit. The service will be provided by Luisa Cantera.

9. Community Star Awards 2018 – to receive update & to agree to support this year's awards with funds from the Council's grant budget

It was **agreed** to support the awards using some of the remaining funds within this year's grant budget.

10. Highway Matters

10.1 To note repairs completed

Noted, the potholes on North Pickenham Road filled in on 21 February and the sunken trench on St Andrew's Lane repaired.

10.2 To report on the standard of highway maintenance evidenced in the works on North Pickenham Road

It was noted that the repairs are insufficient and Cllr Kiddle-Morris will investigate when the road is scheduled for a complete re-surfacing and will report back.

11. GDPR – to report update on preparation for compliance

Cllr Bateman spoke through the work group report, outlining a series of actions required of councillors and staff over the next few months, before 25 May 2018. The NALC toolkit has been circulated to all members. Council await guidance on the role of Data Protection Officer.

Necton Parish Council

Minutes No: 2017/11/4

12. Policies

12.1 To adopt a new casual vacancy co-option policy

It was **agreed** to adopt this new policy.

12.2 To adopt a revised Internal Control policy

It was **agreed** to adopt this revised policy.

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

Cllr Woodward – confirmed that Anglian Water reported that works have been completed in Farm Walk.

Cllr Sisto – there are currently 15 people booked on the First Aid training.

Cllr Matthews – reported a day-burning light at Chantry Court.

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

As noted above.

15. To confirm date and time of the next Parish Council Meeting Monday, 09 April 2018, 7.30 pm & the Annual Parish Meeting, Wednesday 25 April 2018 when the Community Spirit Awards 2018 will be held.

Confirmed.

Cllr Axham presented a gift to the Clerk in recognition of her impending departure at the end of the month. The Council, through Cllr Matthews, expressed their thanks to the Clerk for her service during the last few years.

16. To agree a resolution to exclude members of press and public in advance of the next agenda items for reason of sensitivity on matters relating to contractual and employment obligations.

This resolution was **agreed**.

Meeting adjourned at 9.10 pm & reconvened at 9.15 pm

17. To receive an update on matters relating to a maintenance services contract & consider action

The Clerk provided a verbal update, referring to correspondence received. It was **agreed** to wait for a further response to correspondence.

18. To receive a report from the Personnel Committee regarding recruitment of Parish Assistant & Parish Clerk

Cllr Bateman provided a verbal report. The selection and interviewing for Parish Assistant has been completed and an offer has been made and accepted. That person will commence employment on 12 March 2018. The selection and interviewing for Parish Clerk & RFO has also been completed and an offer will be made.

The committee proposed that they continue in existence to provide support for new staff induction and to establish new performance review policies that link to the existing appraisal procedures. This proposal was accepted and it was **agreed** that the committee continue for these two tasks.

It also proposed that a Standing Committee be established to deal with personnel related matters.

Appointments of such committees are normally listed for business at the Annual Meeting, held in May. A report on the establishment of such a committee will be prepared for Council to consider in May.

Meeting closed at 9.25 pm.

Minutes signed by Chair (or designate) _____ on _____