

Necton Parish Council

Annual Report

April 2015 to March 2016



*Parish Office
Necton Community Centre
13 Tun's Road
Necton
Norfolk
PE37 8EH*

Chairman's report

The Parish Council has operated throughout the last year with a number of vacancies for Parish Councillors. This inevitably puts additional workload on those remaining Councillors, I would wish to place on record my thanks to all of them, in particular my Vice Chairman Councillor Woodward.

Changing faces of Necton Parish Council

My thanks to those good councillors who left during 2015/16; Jeanette Webb, Charles Carter and Christine Tilbury. Councillor Webb was our Chairman and steered us through a rocky period with the upmost skill and professionalism.

Other community volunteers

Thank you also to our community volunteers, who work alongside the council, helping to keep our village assets in good working order. **Mark Jennings**, our play area inspector, carrying out weekly inspections and ensuring our equipment is in good working and safe order. **Peter Fitz Harris**, who has carried out some essential DIY jobs in the parish office, keeping our Clerk happy (always important). **Bernard Bell** continues to give support to our Clerk on community centre matters. **Marian Bull**, our "eye on the centre" person.

I must state that with our Parish Clerk, who has outstanding qualities, the Parish has progressed massively across a whole range of areas and improvements, to the facilities for our Parishioners.

David Matthews

Parish Council Chairman

April 2016



A photo of our December full council meeting, getting into the festive spirit.

What we did during the year

Significant events 2015/16

- Award of Foundation status in September, with good feedback from assessors.
- Parish Council of the Week by NALC as recognition of our award status.
- New Parish Office – helping to increase our engagement with community, many visitors during opening hours.
- Trusteeship of NRCC – ensuring it remains open.
- Transfer of financial responsibility of the children's play area and outdoor gym area from NRCC and into the PC, enabling these village assets to be supported by the precept.
- Allotment Society has established a sound financial and management base and increase in plot holders.
- Local Grants awarded by the Parish Council – A total of £1,726.10 awarded locally.



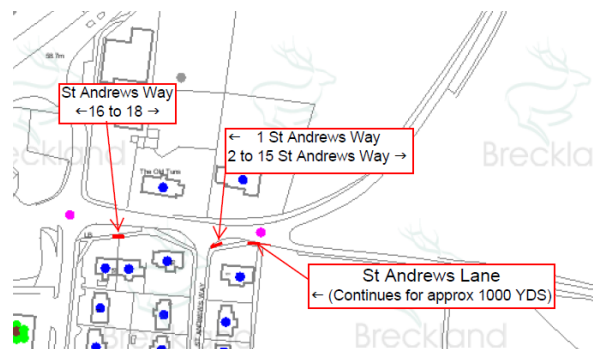
Cllrs Woodward, Axham, Webb and Parish Clerk at the opening of the new parish office.

Resident issues & what we did to help

- Dog fouling – raised awareness through articles, leaflets. Our caretaker has been washing down all our bins, making them easier to see and more inviting to use.
- Traffic congestion – keeping it on the agenda with NCC Highways, calling on our Ward Members to support our cause.
- Car parking at school – working with the school, site meeting with NCC Highways to discuss practical options. One such solution is the new “drop-off” zone to help keep traffic moving.
- Over development fears & Local Plan – keeping this on every PC meeting agenda, meetings with Breckland Planning to keep the village voice heard, encouraging potential developers to work with us before they submit plans.
- Potholes – quick reporting to NCC Highways. E.g. Our report on the Tun’s Road craters was dealt with by NCC within 48 hours.
- Road signage – to help alleviate oversized traffic along St Andrew’s Lane and Ivy Todd, worked with NCC Highways to commission new restriction signage.
- Road names – in response to residents requests for clearer road name signs for St Andrew’s Way, worked with Breckland Council to commission new signs.



The pothole on Tun’s Road



The new signage layout for St Andrews Lane, installed early in 2015.

Infrastructure Projects

- Bus shelters on A47 – already in planning stage, funding on the way.
- Hale Road Trod – partnership agreement with NCC, completed June 2016.
- New surface in play area – secured S106 funds, to provide a better play area for our children.
- Lights upgrade – phase 2 now complete with 61 of our 134 lights upgraded from old technology to new low cost LEDs.



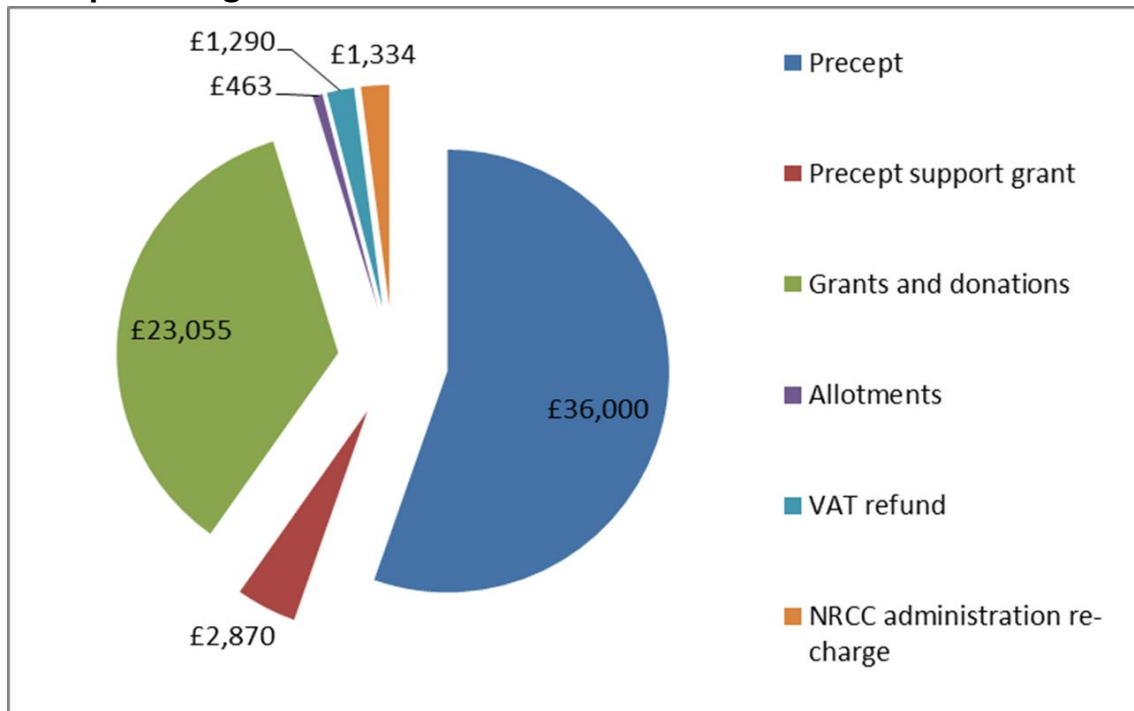
Cllrs Thompson, Woodward, Matthews, Hayton and Parish Clerk. Not forgetting Ted and Pearl the dogs.

Actions achieved April 2015 to March 2016

Actions	Achieved
<ul style="list-style-type: none"> Produce and publish a 3 year Business Plan Continue to review and update 	<p>June 2015</p> <p>Annually 2016 - 2018</p>
<p>Seek Local Council Award Scheme status</p> <ul style="list-style-type: none"> Foundation level 	<p>September 2015</p>
<ul style="list-style-type: none"> Establish a clear reserves policy, providing for asset replacement. Build reserves in accordance with policy 	<p>August 2015</p> <p>Annually 2015 - 2018</p>
<p>Establish a Parish Office, a central place for administration and records, where councillors and staff may utilize for council business.</p>	<p>October 2015</p>
<p>Establish a schedule of refurbishment of the streetlights and columns according to age/condition.</p>	<p>Phase one completed April 2016</p>
<p>Make copies of minutes accessible to public by putting full un-adopted minutes on notice board and the website within 2 weeks of meeting</p>	<p>June 2015</p>
<p>Establish a funding plan for the installation of new bus shelters on either side of A47</p>	<p>Funding secured but still waiting for payment. Project delayed as result.</p> <p>Carried forward to 2016/17</p>
<p>Trod along Hale Road</p> <ul style="list-style-type: none"> Apply for NCC Parish Partnership scheme 2015/16 	<p>Completed 2 June 2016</p>
<p>Trod along North Pickenham Road</p> <ul style="list-style-type: none"> Apply for Parish Partnership Funding 2016/17 	<p>Funding confirmed March 2016</p>
<p>Consider becoming the sole trustee of the Community Centre (NRCC, a registered charity)</p>	<p>October 2016 transfer of trusteeship took place.</p>
<p>The Clerk to achieve an industry appropriate qualification - CiLCA</p> <p>September 2015 commenced training.</p>	<p>Portfolio submitted for assessment April 2016</p> <p>Successful result awarded 20 June 2016</p>
<p>An induction training event for new councillors</p>	<p>May 2015 (following elections)</p>
<p>Village Play area</p> <ul style="list-style-type: none"> Transfer financial responsibility to Parish Council (funding from precept) Secure funding to resurface with sustainable bonded surface Commission the new surface installation 	<p>October 2015 (budget planning)</p> <p>December 2015</p> <p>Feb/March 2016</p>

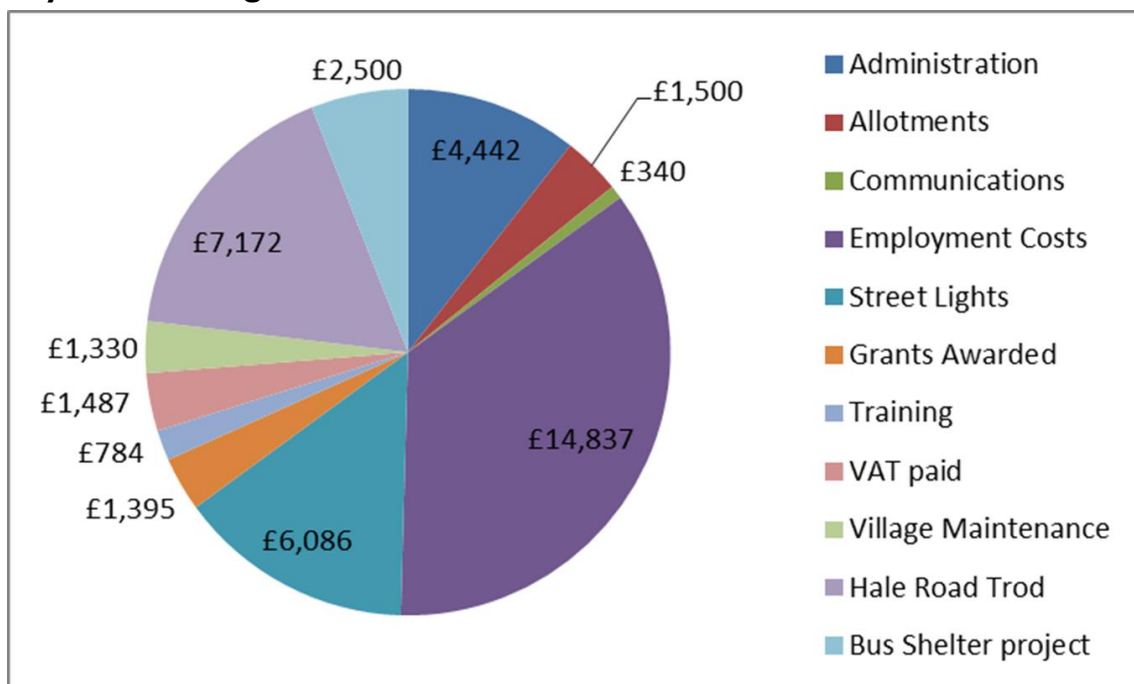
Finances

Receipts during 2015/16



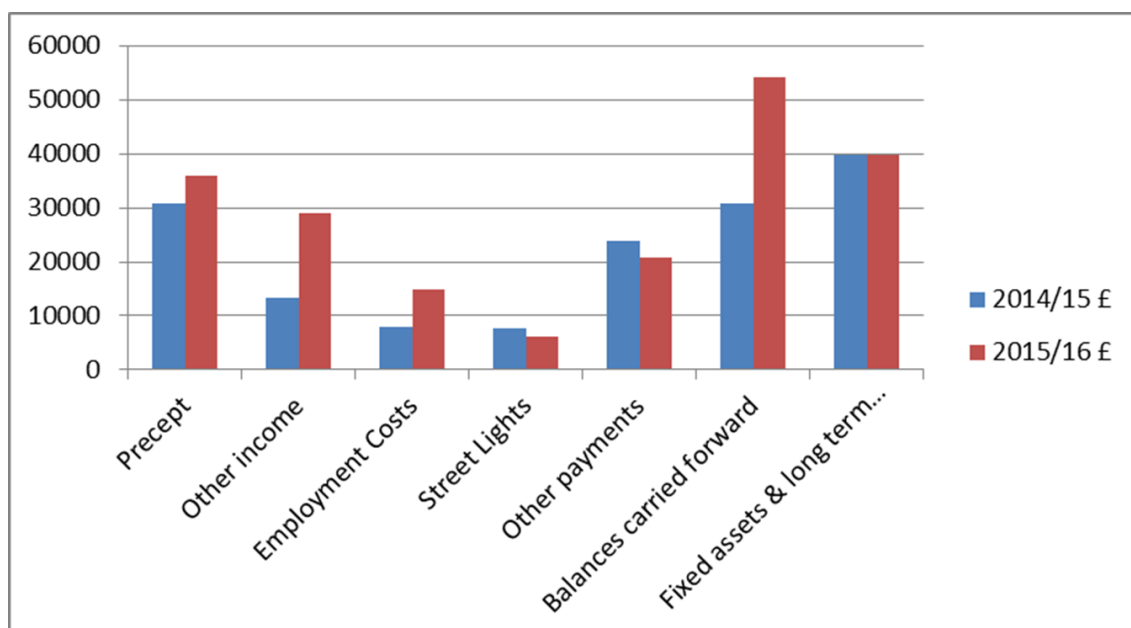
Grants included monies from the S106 Mill Street fund to support improvements to our play area.

Payments during 2015/16



Employment is the council's single largest cost, providing an experienced Parish Clerk and a Village Caretaker. **Street lights** are our second highest cost, which is why the Council are keen to upgrade all its stock to more efficient LEDs.

Comparison with the previous year



Our **precept** for 2015/16 was £36,000. Our **employment** costs vary from previous year as we had a period without a Clerk. **Balances carried forward** account for the play area improvements which were not invoiced during 2015/16.

Grants

Each autumn the Parish Council consider applications for funds from local organisations and groups. Full details on how to apply can be found on the Council's website:

<http://nectonparishcouncil.norfolkparishes.gov.uk/files/2016/04/Grants-Policy-April-2016.pdf>

The following organisations applied during 2015/16 and they were awarded once the Parish Council received its precept for 2016/17 in April.

Organisation	Amount awarded in April/May 2016	Reason
Necton Little Oaks	238.10	To fund an educational trip on Mid-Norfolk railway Dereham to Wymondham.
Necton Sports & Social Club	378.00	To purchase new tables for the club house.
Necton Football Club	760.00	4 new mobile lights to enable training later into the evening.
Necton Churchyard	350.00	Supporting the grounds maintenance of churchyard.

Allotments

The allotment Society has worked during the year to improve site facilities and make the site more accessible and enjoyable for new tenants. It has worked with over 50% of the site now in productive growing use by local tenants. In addition, they have secured funds to improve the access and parking arrangements (once weather permits development). They have also installed a number of benches within the allotments and in the dog-walking area.



One of the new benches installed by the Allotment Society for the benefit of plot holders and dog-walkers.

Necton Community Centre

Necton Parish Council took over as sole trustee of Necton Rural Community Centre on the 01 October 2015. This allowed the long-standing management committee to finally retire.

The Council carry out their trustee responsibilities through the NRCC committee, which meets bi-monthly. Meetings are open to the public and minutes are published on the Parish Council's website.

The Parish Clerk is responsible for the operational activities and is supported by a long-standing Cleaner and a small team of volunteers. Recruitment is underway for a Caretaker.

Finances of the community centre are completely independent of the Parish Council finances. They are managed by the Parish Clerk and overseen by an independent internal auditor, Mrs Heather Field.

The financial year for the Community Centre is January to December. The headline figures for year end 31 December 2015 are as follows:

Receipts £15,023

Payments £25,313

Balance in bank £28,628

Our Councillors



David Matthews, Chairman of Council. Chairman of NRCC Committee. Representative on Necton Allotment Society

Tele: 01760 441356



Frank Woodward, Vice-Chairman of Council. Member of NRCC Committee. Representative on [Iceni Partnership, Swaffham](#) Representative on Necton Sports & Social Club. Responsible for updating Necton Emergency Plan

Tele: 01760 722110



Ian Thompson, Member of Council. Member of NRCC Committee. Responsible for Internal Control Audit

Tele: 01760 720000



Denise Axham, Member of Council. Member of NRCC Committee. Representative on Safer Neighbourhood Action Partnership

Tele: 01760 441238



Joe Sisto, Member of Council. Vice-chairman of NRCC Committee. Representative on Necton Football Club

Tele: 01760 722168



Steve Cheshire, Member of Council. Substitute member of NRCC Committee

Tele: 01760 723923



Clive Pellett, Member of Council. Substitute member of NRCC Committee

Tele: 01760 441573



Philip Hayton, Member of Council. Substitute member of NRCC Committee

Tele: 07979 510032

Our Staff



Gabrielle Joyce
Parish Clerk & Responsible Financial Officer
Tele: 01760 721665



Lennard Luff
Village Caretaker



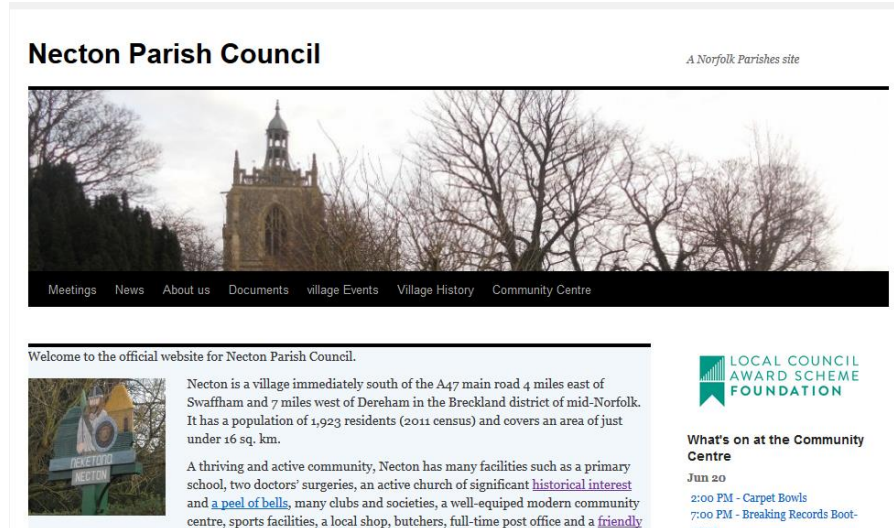
Sue James
NRCC Cleaner

Vacancy
NRCC Caretaker

Our website

Our website is the best place to find information about your local council, its functions, governing documents, business plan & actions, minutes and finances.

<http://nectonparishcouncil.norfolkparishes.gov.uk/>



Contacts

Gabbie Joyce, Parish Clerk

Telephone: 01760 721665 (office)

Email: nectonparishcouncil@gmail.com

Distribution

- Residents of Necton with distribution points at Surgeries, Post Office, The Windmill & Community Centre
- Parish Council website
- Breckland Council ward member, Cllr Wilkin
- Norfolk County Council ward member, Cllr Kiddle-Morris

Date: July 2016

Looking ahead

Summer 2016 – continued improvements in play area.

Autumn 2016 – budget-setting for the next financial year.

Winter 2016/17 – anticipated completion of the A47 bus shelter project.

Spring 2017 – anticipated completion of trod along North Pickenham Road.