|  |  |
| --- | --- |
| **Necton Parish Council as Trustee of NRCC****Minutes of Trustee Meeting held Monday 3rd June 2019 7.30 pm in the Necton Rural Community Centre**  |  |
| **Members present:**  Cllr Fraser Bateman (Chairman); Cllr Phil Hayton, Cllr Jean Bass, Cllr Joe Sisto and Cllr Frank Stopp**Also in attendance:** Claire Cotterill (Parish Assistant).**Members of public:** 0 |
| 1. **To receive apologies for absence**

None received.1. **To receive any declarations of interest from Members and consider requests for dispensation.**

No pecuniary interests received.**3. To appoint a new Chair following the yearly anniversary of the NRCC subcommittee.** Cllr Bateman stood down from position of Chair of the subcommittee.  Cllr Stopp proposed Cllr Bateman as new Chair; this was seconded by Cllr Bass and all voted in agreement. Cllr Bateman was appointed Chair of the NRCC for the term of 1 year. Vice Chair position was proposed by Cllr Hayton who nominated Cllr Bass, Cllr Sisto seconded this motion and all agreed in favour. Cllr Bass was appointed at Vice Chair of the NRCC for the term of 1 year.**4. To approve minutes of previous meeting held on 15th April 2019** These minutes were approved and signed as a true and accurate record of the meeting.**5. To note that in accordance with legislation, minutes of the most recent NRCC committee meeting will be listed for receipt by Full Council at their next available meeting on 17th June 2019**.  Noted. **6. Adjournment for public participation.** No members of the public were present.**7. Clerk’s report (operational information)**A written report was presented to the committee and accepted. Further investigation is required regarding the cost of the battery for the defibrillator as this seems a little high. Claire Cotterill agreed to prepare a report and cost analysis with particular attention to funding that may be available to assist with this cost as the maintenance falls within the NRCC remit. Claire Cotterill also agreed to produce a procedure document detailing the process for the defibrillators safe return in the unfortunate event that the appliance is used.Following details of a potential new Table Tennis group to the village, Cllr Hayton agreed to confirm the LUX rating of the lights in the Community Centre.**8. Finance**A financial report was presented to the committee showing a healthy balance of the NRCC finances over the last quarter. The report was accepted.**9. Report from Social Club meeting from Cllr Sisto.**Cllr Sisto agreed to remain the liaison between the NRCC and the S&SC until Cllr Bass is fully fit and well to resume the position. Following the tree damage from an adjoining property onto the playing field, Cllr Bass reported that she and the Clerk visited the property owner and have been assured the fence will be repaired and that further checks will continue to take place to ensure the risk of tree damage remains a controlled risk. Clerk and Parish Assistant will continue to monitor from ‘this side of the fence’ and continue to chase the owner regarding repairs. Doors Plus still needs to be chased regarding the front porch doors – Clerk to continue to keep the pressure on to resolve to a satisfactory conclusion. Cllr Sisto advised that he and Cllr Hayton will resolve to re installing the Goal posts for the general enjoyment of the community and not just when the football club meet. The grant that was awarded at the last meeting of 15th April was agreed in principal following the completion of the correct grant forms.  Claire Cotterill confirmed the grant form has not been received and that the available correct form is on the Parish Council website under ‘Grants’. Claire Cotterill agreed to send the correct forms to Howard Cardus and work with the S&SC to complete the required information. Cllr Sisto advised the committee the S&SC are hosting a football completion on 8th & 9th June and 140 teams are expected to play. Additional & overflow parking has been arranged by the S&SC to minimise disruption. Issues surrounding access has become problematic since the plainings have been put down and users of the Community Centre are parking without consideration and blocking the access road to the S&SC. The committee visited the site and Cllr Stopp kindly agreed to clean and repaint the barrier along the perimeter of the car park and stencil ‘No Parking’ to deter inconsiderate parking. It was also agreed that incorrect signage and a nuisance post be removed from the entrance to the larger car park adjacent to the playing fields. Claire Cotterill agreed to action this request.**10. Tenancy Matters** Cllr Sisto reported that the lease was now signed by all parties. The committee agreed this was now a closed matter.**11. Necton Festival** Cllr Bateman gave an overview on the progress of the festival. The finances of the festival are currently breaking even despite an issue that was quickly resolved regarding Security. Our security provider pulled out of the festival, this left the festival finances vulnerable, however following successful negotiations with another provider, apart from a £40 liability in the budget, we have secured 1 extra security personnel (now have 3, rather that 2) and the company have offered assistance with their expertise regarding security. Cllr Bateman also overviewed the marketing initiatives that have been undertaken and the attractions that will be available on the day. Cllr Hayton agreed to bring his Tesler to the vehicle display.**12. To note any correspondence received.** Verbal correspondence was received from the family of children’s party held at the weekend. The family expressed their thanks and commented on how clean and tidy the hall was.**13. To confirm date and time of next meeting.** Cllr Bateman asked the committee what the initiatives and focus should be for the following year. All agreed that a Youth Council would benefit the community as well as a new notice board at the front of the building. It was noted that the next meeting will be in public and on 29th July 2019 at 7.30pm.**Meeting closed at 8.45 pm** |
|  |

Minutes signed by Chair (or designate) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_