

Minutes OF BEIGHTON with Moulton St Mary PARISH COUNCIL MEETING

Held at the Village Hall on: **Tuesday 9th July 2019 commencing 8.15pm**

Present: Cllrs Kathleen Ashcroft, Ivan Cator (chair), Edgar Matthews (part), Joseph Wright, Allan Wright Sophie Young.

Clerk: Mrs Sarah Hunt

4 members of the public were also present.

1. ATTENDANCE

Apologies Cllr V Mack – alternative commitment. Accepted.

The meeting noted that Mr Allan Wright had proffered apologies for the meeting 2nd May.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

2.1 Dispensation received and agreed for Valerie Mack on matters pertaining to the village hall.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Annual Parish Council Meeting held on 14th May 2019 were AGREED as a true and correct record and signed by the chair.

4. PUBLIC FORUM

4.1 District Councillor Grant Nurden reported that the fly tipping from the last meeting was in hand.

The Broadland Early Help Hub Team activities were reported on along with other organisations and support available including: Get Ready for School Book Bags, British Gas Energy Trust grants, Mum2Mum Markets, Hoarding UK, Vicar's Relief Fund (for homeless persons or those experiences imminent homelessness), Bin Genie, OCD Action, Norwich and Norfolk OCD Support Group and Freegle.

4.2 The re-thatching and improvement project at the church in Beighton commences 29th July.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 Tree at Church Hill – to confirm that works have now been completed but the branches not trimmed. CLERK

5.2 Lingwood Long Lane – Highways have advised erection of signage showing side turning ahead.

5.3 Work to noticeboard – outside Village Hall has been ordered.

Cllr E Matthews joined the meeting.

6. CORRESPONDENCE

Community Action N	Invitation to AGM – 23.7.19, 3.30pm, Dereham	Noted
Parishioner email	Littering on Sandy Lane	Noted.
Planning – BDC	Notification of changes re; uploading	Noted.
John Fleetwood	Urban Tree Challenge (note, for urban areas)	Noted.
Parishioner Email	Churchyard Maintenance	Response drafted.
BDC	Litter picking Equipment Available.	Noted.
Norfolk Pension fund	LGPS Consultation on the valuation cycle.	Noted.
SNAP Meeting	27.8.19 at 17.45 – 21.00 at Acle Library.	Noted.
John Fleetwood	Broadsheet/Trees	Noted.
Norwich Western Link	Update email – Going to cabinet 15/7/2109	Noted.

7. PLANNING

Broads Authority Local Plan notification – goes to Full Authority 17th May 2019. Available from Parish Clerk. Noted.

8. ADMINISTRATIVE MATTERS

8.1 NOTED that Parish Council account has been opened at RHINO Building Supplies.

The following policies were ADOPTED as presented:

8.2 Health and Safety policy.

8.3 Records Management and Retention Policy.

8.4 Sickness Absence Policy.

8.5 GDPR Audit policy.

8.6 Complaints Procedure.

8.7 Data Protection Policy.

8.8 Standing Orders.

8.9 Social Media and Communication policy.

8.10 Model Publication Scheme.

8.11 Privacy Policy.

8.12 Noted that a request has been made for two joint Speedwatch co-ordinators to be appointed.

9. FINANCIAL MATTERS

9.1 The following payments were AGREED:

Cllr E Matthews – chainsaw repair/blade costs	£34.01
SLCC Membership	£76.00
Village Hall – hall Hire May/July	£38.00
Norfolk Pension Fund	£108.92
Sarah Hunt – June and July	£280.16
HMRC – June and July	£73.60

9.2 The Clerk now has internet banking access.

9.3 Council considered a request from the Village Hall Trustees that the Parish Council take over grass cutting at the Recreation Field. It was AGREED to make a donation of £195.00, this being the CIL money for expenditure during 2019/20. To be carried forwards to September agenda to consider any further contribution. **CLERK**

9.4 It was AGREED to donate £50.00 to AGE UK Norfolk.

9.5 Noted that the auditor has confirmed receipt of the exempt status for 2018/19.

9.6 The clerk confirmed that the CIL return has been submitted to Broadland District Council.

COMMUNITY INFRASTRUCTURE LEVY - 31st March 2019

b/f 1.4.16	£2,030.00	
Spent 16 - 17 - village hall improvements	<u>-£537.00</u>	
c/f 31.3.17	£1,493.00	
Spent 17 - 18 - village signs	<u>-£1,298.00</u>	
c/f 31.3.18	£195.00	To be spent by March 2021
Received 2018-19	<u>£1,002.00</u>	To be spent by March 2024
c/f 31.3.19	£1,197.00	

9.7 To review Budget. All expenditure on track as at the first quarter – to be reviewed September.

9.8 Current Bank Balance: £19,774.26 with no transactions outstanding currently.

10. HIGHWAYS.

10.1 Parish Partnership Funding – to consider any suitable projects. September meeting.

CLERK

10.2 Noted that the Morley Rd sign at Ash Tree Road/Sandy Lane has been reported.

10.3 Councillors to consider any issues to be reported for next Ranger Inspection in August and pass to the Parish Clerk.

11. DOG FOULING.

Posters were distributed.

12. FLAGPOLE.

The provision of a flagpole within the Parish was discussed – Clerk to investigate sites and cost. Next Agenda. CLERK

13. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: 10th September 2019, 7.30pm, Beighton Village Hall.

The Chairman RESOLVED that in accordance with the Public Bodies (admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature.

14. APPOINTMENT OF CLERK.

The Parish Clerk is to be offered the post following a probationary period which ends 15th August 2019. It was AGREED to purchase a computer and printer for the use of the Parish Council.

Signed:

10th September 2019