

BEIGHTON WITH MOULTON ST MARY PARISH COUNCIL

Minutes of Meeting held on Tuesday 12th March 2024, 7.30 pm at Beighton Village Hall

Present: Cllrs Joe Wright, Ivan Cator, Valerie Mack, Kate Ashcroft, Alan Wright, Jessica Jennings (Clerk) Grant Nurden, District Councillor

1. Attendance:

Apologies: Sophie Young, Edgar Matthews

Absent: County Cllr Lana Hempsall

2 Declaration of Interest and Dispensations:

For Agenda Item 8.1 – Cllr Alan Wright, in his capacity as a member of the Village Hall Committee, declared an interest regarding any discussions relating to costs for cutting the grass at the Playingfield.

3 Public Forum

3.2 District Councillor's Report – Grant Nurden

- Grant informed the meeting that Broadland District Council's meeting at the end of February had agreed the budget set for the 2024/25 financial year.
- The budget includes an increase of £5 per Band D property for Broadland's share of the Council Tax.
 - This should have been received by parishioners by email, although some were being sent out by post.
 - The brown bin charge has increased to £62 if paid for by direct debit and £67 if not.
 - Pre-application charges for planning applications have been rounded up to the nearest £5 for planning advice.
- The Town and Parish Forum meetings are very useful with information about Community Grants etc given out. Grant encouraged Councillors to join these where possible.
- The Greater Norwich Local Plan (GNLP) has been approved by the inspectorate and now has to be adopted by the local planning authority councils (Norfolk County Council, South Norfolk District Council, Broadland District Council, Norwich City Council). BDC will be making its adoption of the plan at its meeting on 28th March.
- Meetings are streamed live on YouTube; Grant encourage watching these.

3.4 Public Participation

- A Parishioner asked if there was any feedback regarding the issue he raised in November about speeding sugar beet lorries and his request that a letter be written to British Sugar. The Clerk replied that there was and she would mention it in her report.
- The positioning of the bus timetable on the SAM2 pole on High Road was mentioned as it is in the way of being able to position the SAM2 in place. Clerk to contact NCC to ask them to reposition the bus timetable.
- Cllr Alan Wright asked if the SAM2 pole in Moulton (Morley Road) is in the right place, as very little speeding is recorded along there, and wondered if it should be elsewhere in

Moulton? The Chairman and Clerk reiterated that the SAM2 must be positioned on a straight piece of road, with a clear view before it in order to operate effectively. This is stipulated by Westcotec who are the manufacturers.

- Cllr Matthews has said previously that he will be contacting Westcotec as the battery runs down very quickly.

4 Minutes of Previous Meeting

The Minutes of the meeting held on 9th January 2024 were agreed to be a true and accurate account and it was resolved that the Chairman sign them.

4.2 Matters Arising:

None

4.3 Clerk's Report:

- In response to Parishioner's query about feed back from Cantley Factory about the speeding lorries, the Clerk read out the email she had received from the Site General Manager. He forwarded the email the Clerk had sent him, outlining the issues, to the Agricultural Manager who arranged to send a message out to the Hauliers. This would be followed up after a few days.
 - In addition, it was mentioned that the drain outside the Village Hall and the one on the opposite side of the road, further along in Cantley direction, make a very loud noise when the lorries go over them. Clerk to contact Highways regarding this.
- Clerk reported that she had written to Highways regarding road and flooding issues raised in meetings, with photos to support it where possible. As there had been no response from Highways, she has sent a follow-up email.
- The defibrillator cabinet was reported to the Clerk to be wet and full of condensation, therefore the heater would need to be looked at and possibly replacing. Clerk phoned Malcolm Whittaker (Electrician) and asked him to have a look. Clerk asked who had the code for the defibrillator; it was confirmed that Peter Howell and Ed Matthews both have it to give to MW.
- The phonebox had been reported as having its light going out. Clerk reported this to BT as they are responsible for the electricity supply. BT advised Clerk to contact another company to get a replacement light but on contacting them, was told they no longer supply bulbs as they have moved over to LED.
Cllrs A Wright and E Matthews said they will replace the bulb.
- New bus timetables have been sent out to the Clerk which have been put on the Website and Facebook page. NCC have put physical copies in place at bus stops.
- Stationery order; order for paper, printer ink, pens and new stapler. Invoice sent to Clerk was incorrect by approx. £100 which she queried and had corrected to £88.40.

5 Planning

There were no current new applications to consider.

6 Finance

Balance as at 31st January November £ 8,837.49

Payments made:

Jessica Jennings	Clerk's Fees (February)	£ 186.56
HMRC	Tax (February)	£ 37.80
Norfolk Pension Fund	Clerk's Pension (February)	£ 60.88
Beighton Village Hall	Meeting Hire (January)	£ 20.00
Jessica Jennings	Clerk's Fees (March)	£ 189.56
HMRC	Tax (March)	£ 38.00
Norfolk Pension Fund	Clerk's Pension (March)	£ 60.88
Beighton Village Hall	Meeting Hire (March)	£ 20.00
Jessica Jennings	Payment for V'Hall Bollards	£ 174.50

Total: £ 788.18

Payments received:

Lloyds Bank	Interest (February)	£ 15.00
Lloyds Bank	Interest (March)	£ 15.00

Total: £ 30.00

Bank Balance as at 31 st March	£ 8,079.31
Business Account Balance	£13,584.43
TOTAL FUNDS:	£21,663.74

7 Items for Discussion

8.1 Playing Field Grass Cutting Costs

The Parish Council discussed the Village Hall Committee's request for the Parish Council to pay for the grass cutting of the Playing Field.

Cllr Alan Wright said that it is cut between 3 to 4 times per year at approx. £60 per cut. He would like the Parish Council to pay for this as it is used by parishioners in general and not just by the Village Hall Committee.

Cllr Joe Wright said it is not heavily used and parishioners in Moulton don't see any benefit from it. The Parish Council already pays for the rent of the playing field.

It was suggested that one possibility could be to let it grow and to mow pathways through it for people to walk on. Another suggestion was to have fewer cuts per year, although it was pointed out that this might be a false economy as the grass would be longer at the time of the cut and take longer to mow and therefore cost more.

Cllr Alan Wright suggested that a trial of paying 50/50 costs could be done for one year and then review it.

Cllr Ivan Cator reminded the meeting that the Parish Council had paid for the grass cutting last year. Cllr Val Mack agreed that by taking on the cost of grass cutting it would be another expense for the Parish Council.

Cllr Joe Wright pointed out that when the field used to be mown properly and used for football matches, it was generating an income for the Village Hall but that, now, there is no income from the use of the field, so it can't be expected to be cut as much.

After further discussion, it was decided to investigate the cost of mowing pathways only and also to provide up-to-date figures for a whole mow. By paying half each, based on 4 cuts per year at (t.b.c.) £60 per cut it would be about £120 each. Cllr Alan Wright to confirm costings. The Parish Council will cover 50% of the costs for one year and then review.

8.2 Policies Review

The Parish Council's Finance policies were reviewed.

- Financial Risk Assessment - agreed and signed by the Chairman.
- Annual Review of the Effectiveness of Internal Audit – agreed and signed by the Chairman.
- Duties of the RFO - agreed and signed by the Chairman.
- Annual Review of the Effectiveness of Internal Control – to be updated to state that the Clerk / RFO can make online payments up to the value of £1,000 with consent from the Chairman and one other Councillor. For payments over £1,000, there must be 2 co-signatories. To be signed at next meeting.

Further discussion included the Parish Council's savings account and whether the type of account should be updated to allow for a better interest return rate. Cllr Grant Nurden suggested contacting BDC as they have a deposit scheme where they hold money on behalf of Parish Councils and receive interest which is passed on to the PC. One month's notice is needed to withdraw money. Clerk to contact BDC and investigate further.

8.3 Code of Conduct

The Parish Council agreed to adopt the most up to date Code of Conduct for Parish Councils.

8.4 Insurance Quotes

The Parish Council's insurance is up for renewal on the 1st June. The Clerk had asked for quotes from Zurich Municipal Insurance and also from BHIB / Clear Councils Insurance (their existing insurers).

Zurich quoted £304 (with start date of 1/4/24, as would not quote further in advance) and BHIB / Clear Councils would not provide a quote more than 45 days in advance but suggested any increase would be minimal from last year's £293.

It was agreed to get an up-to-date quote in time for the May Meeting to decide which insurer to go with.

9 Items for Next Agenda / Information:

- Insurance Quotes

With no more business to discuss, the meeting was closed at 8.36 pm

NEXT MEETING:

Annual Parish Meeting - Tuesday 14th May 2024, 7.00 pm, Beighton Village Hall
Parish Council Meeting – Tuesday 14th May 2024, to follow straight after.

Signed:

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J. Wright (Chairman)

Date:

DRAFT