

Minutes of Taverham Parish Council Meeting held on Monday 11 January 2021, via Zoom, commencing at 8.30pm when there were present:

Mr J Pennells in the Chair	
Mrs L Barrington-Smith	Mrs S Parkinson
Mrs B Clarke	Mr P Savage
Mrs C Karimi-Ghovanlou	Mrs M Temple
Mrs J Latchford	Mrs J Tyler
Mr S Matthews	Mr C Wilson-Town
Mrs P Mooney	

Also present District Councillors Adams and Kelly, County Councillor Clancy, 2 members of the public, Clerk, RFO and Assistant Clerk.

01/21 Apologies for absence None

02/21 To receive Declarations of Interest in items on the agenda

Mr Pennells and Mrs Temple reminded the Meeting that they were members of the District Council's Standards Committee.

Mr Savage declared a personal and prejudicial interest in the agenda items regarding staff pay as he was related to the RFO.

03/21 The Minutes of the Council Meetings held on 7, 14 and 21 December 2020 were agreed and signed by the Chairman. Mrs Tyler requested an amendment to correct her name.

Matters arising

04/21 Covid 19: Hinks Meadow Hall would be closed until further notice and staff were not permitted to work in the office in the Village Hall. The Chairman stated that he did not expect that face-to-face meetings would resume until May at the earliest. The Tennis Club were invoiced on a month to month basis and would not be charged for the month of January.

05/21 District and County Council Members Question Time

District Councillor Karimi-Ghovanlou's written report was circulated prior to the meeting.

District Councillor Adams had received an enquiry regarding poisonous plants in the small woodland on Ashdown. He confirmed that the only poisonous plants in the wood were laburnums.

District Councillor Kelly had been made the Chairman of the Environmental Excellence Panel. He advised that the District Council had had an overhaul of its IT systems so everything should be running more smoothly.

County Councillor Clancy had been dealing with the ongoing flooding problems, especially around the church. The Environment Agency refused to dredge the river to remove the silt so CC Clancy would request that Highways clear the gulleys and ditches. A contractor to build the NWL Road was due to be appointed in the spring. The pandemic had caused the project to be delayed by a year.

06/21 PUBLIC BREAK

No members of the public wished to speak.

Mrs Latchford reported that the railings on the bridge between Ringland and Taverham had been damaged.

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07/21 FINANCE All Councillors had a list giving details of outstanding invoices. Mrs Mooney proposed, seconded Mrs Parkinson, to pay the outstanding invoices and to ratify those payments made in advance of the Meeting – Resolved. The Councillors noted the receipts.

<u>Chq No</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
DDebit	E'On	Street Lighting - December 2020	754.66	150.93	905.59
DDebit	SSE	Hmdow - Gas - Sept-Nov 2020	94.61	4.73	99.34
EP1187	TotalGas&Power	Hmdow - Electricity - November 2020	257.09	51.42	308.51
EP1188	Play Inspection	Outdoor Annual Inspections x 7	419.65	83.93	503.58
EP1189	Top Pixel	Neighbourhood Plan - Site Admin	12.00	0.00	12.00
EP1190	Elec-Tech Elect	Hmdow-Replace Emergency LightFittings	494.45	98.89	593.34
EP1191	Ian Smith Group	Photocopier Paper	19.30	3.86	23.16
EP1192	Broadland DC	Fido Bin Contract 2020/21	3,265.20	0.00	3,265.20
EP1193	TT Jones	Streetlight Maintenance - December 20	156.62	31.32	187.94
EP1194	Veolia	Hmdow Refuse - December 2020	296.11	59.22	355.33
EP1195	APC Pest Cont	Mole Contract - October-December 20	305.00	61.00	366.00
EP1196	KJ Youth Work	Provision of Youth Services - Dec 2020	546.15	0.00	546.15
EP1197	John Allaway	Woodland Contract - December 2020	285.00	0.00	285.00
EP1198	TVHC	Office Rent/Youth Club Room Hire			
		/Sandy Ln Car Park Lights - Oct-Dec	819.30	0.00	819.30
EP1199	Mark Andrews	Ghosthill Wood/Eastfield Path Clearance	160.00	0.00	160.00
EP1200	SGW Payroll	Payroll Processing - December 2020	35.00	7.00	42.00
		Woodland Contract - December 2020			
EP1201	John Allaway	Duplicated - See EP1197 above	285.00	0.00	285.00
EP1202	GardenGuardian	Horticultural Contract - December 2020	2,146.95	429.39	2,576.34
EP1203	PLG	Warden - Soft Grip Saw Pruning/Bowsaw	20.50	4.10	24.60
EP1204	Miss T Stone	Currys - Mobile Telephone (Clerk)	70.82	14.17	84.99
EP1205	Miss T Stone	Currys - Laptops x 2 (Clerk and RFO)	831.67	166.33	998.00
EP1206	Miss T Stone	Currys - Microsoft 365 Business			
		Standard/SanDisk Memory Stick x 2	120.81	24.16	144.97
EP1207	Miss T Stone	Zoro - Hmdow - New Gate Padlocks x 2	38.32	7.66	45.98
EP1208	Mr P Baston	Warden - Mileage Claim - December 20	27.00	0.00	27.00
EP1209	Mayday	Photocopier - B&W and Colour Copies	15.84	3.17	19.01
EP1210	Tav Junior PTFA	s137 - Contribution to "Peace" Garden	500.00	0.00	500.00
EP1211	Taverham VHC	Grant - Replacement Fire Doors	500.00	0.00	500.00
			12,192.05	1,201.28	13,393.33

PAYMENTS FOR RATIFICATION AT COUNCIL MEETING ON 11TH JANUARY 2021

DDebit	E'On	Street Lighting - November 2020	730.32	146.06	876.38
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ELECTRONIC PAYMENTS MADE 24TH DECEMBER 2020 (STAFF RELATED)

TRNS	Staff	December 2020 - Staff Pay	6,226.08	0.00	6,226.08
TRNS	HMRC	December 2020 - Tax and NI	1,698.60	0.00	1,698.60
TRNS	Norfolk Pension	December 2020 - Pension Contributions	2,085.82	0.00	2,085.82
			10,010.50	0.00	10,010.50

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RECEIPTS FOR DECEMBER 2020

Bank	Interest	2.87	0.00	2.87
Broadland DC	Local Restriction Grant (Nov-Dec 2020)	1,334.00	0.00	1,334.00
Hinks Meadow	Hall Hire	159.91	31.98	191.89
Taverham Tennis Club	Season Fee (Part Year) - April-Nov 2020	1,329.85	0.00	1,329.85

08/21 The Minutes of the Planning Committee Meeting held on 7 December 2020 were received.

09/21 To receive the Minutes of the Recreation, Sports and Woodlands Committee Meetings held on 14 December 2020 were received.

10/21 To consider quote for financial assistance to provide Covid-19 support for the parish

The ladies responsible for setting up and running the support group were in attendance. They reported that they had provided hampers, Christmas bags and pamper packs to NHS workers. Many local families were struggling financially and the group had started up a food bank to help. A shed would be used to store supplies and Longdale would be used as a distribution site. Drayton Parish Council had pledged support and the group had set up a 'just-giving' page to receive donations. Support from residents had meant that the target had already been reached and that a new target would be set. The ladies were applauded for their efforts and Councillors agreed that the group should be supported by the Council. Under LGA 1972, s.137, Mrs Latchford proposed, seconded Mr Pennells, to donate £360 to the support group to purchase supplies for the food bank. The proposal was unanimously agreed. The RFO would liaise with the support group with regard to bank details and the sum would be transferred once the group had opened a bank account.

The members of the public left the meeting.

11/21 To consider request for a streetlight deflector

Councillors had received copies of an email requesting a deflector be fitted to the streetlight outside a resident's house. The resident had previously had his request denied. Councillors were concerned about setting a precedent, especially as requests from other residents had also been denied. Mrs Latchford proposed, seconded Mrs Karimi-Ghovanlou, to once again suggest that the resident use blackout blind and curtains and to deny the request. The proposal was agreed, 8 for, 3 against, 1 abstention.

12/21 To consider quote for NPTS subscription for 2021/22

Councillors were advised that the subscription to Norfolk Parishes Training and Support would be £500 for the forthcoming year. The Council had previously agreed to re-join Norfolk ALC for a reduced rate for 2021/22. Councillors considered that it was unnecessary to subscribe to two associations offering similar services. Mr Pennells proposed, seconded Mrs Latchford, not to renew the subscription. The proposal was unanimously agreed.

13/21 To consider quote for youth provision for 2021/22

Mrs Latchford proposed, seconded Mrs Barrington-Smith, to accept the quote in the sum of £10,442.48 from KJ Youth Services to provide youth engagement for 2021/22. The proposal was unanimously agreed.

14/21 The Council resolved to close the Meeting to the public to consider staff pay

Mr Savage, Clerk, RFO and Assistant Clerk left the Meeting.

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Councillors agreed that there would be no pay increases for staff other than for those receiving the National Living Wage.

The Meeting closed at 10.00pm

Signed Dated

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