

Minutes of Taverham Parish Council Extraordinary Meeting held on Monday 8 February 2021, commencing at 8.40pm, held virtually via Zoom, when there were present:

Mrs 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: Clerk and Assistant Clerk, County Councillor Clancy and District Councillor Kelly

15/21 Apologies for absence

District Councillor Adams had offered his apologies as his attendance was required at another meeting.

16/21 To receive Declarations of Interest in items on the agenda

Mr Savage declared a personal interest in the agenda item relating to the staff holiday as he was related to the RFO. Mrs Temple and Mr Pennells reminded the meeting that they were members of the District Council's Standards Committee.

17/21 The Minutes of the Council meetings held on 11 and 25 January were received.

It was requested that the minutes be amended to state that the District Council was to change its IT systems and not that the changes had already been implemented. The Minutes were then confirmed as correct and signed by the Chairman.

Report Items

18/21 Allotments There had been problems contacting the Council's solicitor. Thanks were given to County Councillor Clancy for assisting the Clerk in resolving those problems. The Council expected to receive the first draft of the Licence to Occupy in the near future.

19/21 Beech Avenue Trod Path The path from the new development on Beech Avenue to the High School was nearing completion.

20/21 District and County Council Members Question Time

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

District Councillor Kelly reported that more than 100 volunteers from the District Council had gone out to help the community during the Covid pandemic. He also confirmed that the IT systems upgrade was progressing.

County Councillor Clancy advised that the number of young people accessing apprenticeships had dramatically fallen due to the pandemic. An initiative was to be drafted to encourage degree apprenticeships. Norfolk County Council had introduced a flooding strategy in partnership with several other organisations. Mr Clancy also reported that the County Council intended on planting 1 million trees over the next 5 years, and that there was a campaign to ensure that all children had equipment to access online learning. He advised that the County Council's share of the Council Tax was to increase by 4%

Public Break

There were no members of the public in attendance

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21/21 FINANCE

Councillors had a copy of a list giving details of outstanding invoices. Mr Wilson-Town proposed, seconded Mrs Karimi-Ghovanlou, to pay the invoices as presented. Unanimously agreed. The receipts were noted.

<u>Chq No</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
DDebit	E'On	Street Lighting - January 2021	754.66	150.93	905.59
EP1215	Top Pixel	Neighbourhood Plan - Site Admin	12.00	0.00	12.00
EP1216	TotalGas&Power	Hmdow - Electricity - December 2020	243.98	48.80	292.78
EP1217	Indigo Waste S	Bottle Bank Collections -Oct-Dec 20 Ghosthill Wood/Eastfield	67.50	13.50	81.00
EP1218	Mark Andrews	PathClearance	80.00	0.00	80.00
EP1219	Hags	Torx Driver/Torx Pins/Washer/Carriage	25.00	5.00	30.00
EP1220	Ridgeons	Warden - Evo Sticks Like * Adhesive	7.08	1.42	8.50
EP1221	Veolia	Hmdow/Recreation Refuse – Jan 21	239.55	47.91	287.46
EP1222	Vision ICT	Website hosting/support - 2021/2022	158.00	31.60	189.60
EP1223	KJ Youth Work	Provision of Youth Services - Jan 2021	885.75	0.00	885.75
EP1224	Norse	Un/Locking Gates - Sandy Lane/Hmdow - January 2021	280.00	56.00	336.00
EP1225	John Allaway	Woodland Contract - January 2021	285.00	0.00	285.00
EP1226	SGW Payroll	Payroll Processing - January 2021	35.00	7.00	42.00
EP1227	GardenGuardian	Horticultural Contract - January 2021	2,146.95	429.39	2,576.34
EP1228	Mr P Baston	Warden - Mileage Claim - January 2021	40.73	0.00	40.73
EP1229	Tav Nursery	Office Diaries/Multipurpose Compost	25.62	5.12	30.74
EP1230	TT Jones	Streetlight Maintenance - Jan 2021	158.22	31.64	189.86
EP1231	Ian Smith Group	Office/Hmdow Sundries	31.83	6.37	38.20
EP1232	BT	Office Broadband/Calls and Rentals PATCH Line Rental and Calls	380.59	76.12	456.71
			5,857.46	910.80	6,768.26

PAYMENTS FOR RATIFICATION AT COUNCIL MEETING ON 8TH FEBRUARY 2021

EP1212	TreeWardenNet	Annual Donation 2020/21	50.00	0.00	50.00
EP1213	Intwood Farm	Allotment Lease - 2nd Part	500.00	0.00	500.00
EP1214	TavCovidGroup	Food Bank Donation	360.00	0.00	360.00

ELECTRONIC PAYMENTS MADE 28TH JANUARY 2021 (STAFF RELATED)

TRNS	Staff	January 2021 - Staff Pay	6,309.52	0.00	6,309.52
TRNS	HMRC	January 2021 - Tax and NI	1,719.80	0.00	1,719.80
TRNS	Norfolk Pension	January 2021 - Pension Contributions	2,085.82	0.00	2,085.82
			10,115.14	0.00	10,115.14

RECEIPTS FOR JANUARY 2021

Bank	Interest	3.00	0.00	3.00
Broadland DC	Local Restriction Grants *	2,477.43	0.00	2,477.43
Broadland DC	Closed Business Lockdown Payment **	4,000.00	0.00	4,000.00

* Local Restrictions Grants - At present a payment will be received every 28 days from BDC

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** Closed Business Lockdown Payment - A one off payment

22/21 To consider request from Council staff to carry over unused holiday to the 2021/22 holiday year

The Chairman suspended standing orders and, under his proposal, the meeting was closed to the public.

It was agreed, with 2 abstentions, that staff may carry over one week of annual leave to the 2021/22 year and that the week must be taken by September. The Performance Review Sub-committee was to review the situation in July.

The Meeting closed at 9.35pm

Signed Dated

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