# Minutes of the meeting of Taverham Parish Council held on Monday 8 January 2024, held in Suite 2 at Taverham Village Hall, commencing at 7.50 pm, when there were present:

Mrs C Karimi-Ghovanlou in the Chair

 Mrs B Clarke Mrs J Latchford

Mr N Dack Mrs S Parkinson

Mr B Knights Mr T Yousefian

Also present: County Councillor Clancy, District Councillor Kelly, and Clerk

# 01/24 To receive apologies for absence.

Apologies were received from Councillors Barrington-Smith, Harris and Matthews

# 02/24 To receive Declarations of Interest in items on the agenda.

None

# 03/24 To confirm and sign the Minutes of the Council Meeting held on 11 December 2023

 The Minutes were confirmed as correct and then signed by the Chairwoman.

**04/24 Report items**

**Youth Club Update:** The YMCA had sent a schedule of planned activities for all the clubs in the area. Councillors commented that although there was an improvement to the list activities, it reminded them of a science club rather than a youth club.

**05/24 District and County Council Members Question Time**

District Councillors Karimi-Ghovanlou and Yousefian had nothing to report as some meetings at the District Council had been cancelled.

District Councillor Kelly confirmed that he has stepped down as the Armed Forces Champion at District Council level, but would remain as the Armed Forces Champion for Taverham

County Councillor Clancy reported that the resurfacing of the junction mouths was on-going, and that he and Cllr Kelly had reported any poor workmanship.

Cllr Clancy had complained to the County Council regarding the proposed closure of West End for a period of almost three months, to facilitate gas works. A full closure of the road would have a significant impact on traffic between Taverham and the A47. Mr Clancy advised that the works had been postponed to February and that, rather than the road being closed, traffic would be controlled by lights.

Routes through Taverham, Ringland and Costessey to the A47 had been closed due to flooding. Cllr Clancy had been liaising with authorities responsible for the rivers, water ways and environment to address the issues.

Norfolk County Council had accepted the devolution deal from central government meaning that the Council would receive £20million per year for a period of 30 years. Cllr Clancy expressed his concern regarding the value of the deal and the bureaucracy that an additional tier of government would create.

Local residents would be pleased to be advised that from 1 February, households could dispose of one 50 ltr bag of DIY waste every 4 weeks at recycling centres. Although parish councillors supported this move there were comments about how this new rule would be monitored. There was further good news in that disabled residents were entitled to travel for free on local buses from 1st February 2024.

In response to questions regarding anti-social parking hotspots, Cllr Clancy reported that he had been in contact with businesses close to those areas to request that they assist in finding more appropriate parking places for their staff and visitors.

# 06/24 Public Break

No members of the public were in attendance.

Councillors Clancy and Kelly left the meeting.

# 07/24 FINANCE

#  Councillors had received a copy of a list giving details of outstanding invoices. Receipts were reported. The budget overview for the committees were received. It was RESOLVED to pay the invoices as presented:

## Chq No. Supplier Details Net VAT Total

DDebit nPower Streetlighting – December 2023 958.28 191.66 1,149.94

DDebit SSE Hmdow – Gas – November 2023 30.00 1.50 31.50

EP2032 John Allaway Woodland Contract–December 23 300.00 0.00 300.00

EP2033 YMCA Norwich Junior and Senior Youth Club – 2nd 5,847.50 0.00 5,847.50 EP2034 TT Jones Van Hire (Nov/Dec 2023 – Col 9245

 /Col 9037 Repair and LED Lantern 907.62 181.52 1,089.14

EP2035 Barford Hire Van Hire (Nov/Dec – 28 days) 299.88 59.98 359.86

EP2036 SGW Payroll Processing – December 23 35.00 7.00 42.00

EP2037 Amazon A2 A Frame Sign Board 61.26 12.25 73.51

EP2038 NALC Planning for Parish Councillors – ND 38.00 7.60 45.60

EP2039 Countrystyle Bottle Bank Collections – Dec 2023 30.03 6.01 36.04

EP2040 Ian Smith Office/HMdow Sundries 60.27 12.05 72.32

EP2041 GardenGuardian Horticultural Contract – Dec 2023 2,574.31 514.86 3,089.17

EP2042 British Telecom Office Broadband/Calls and Rentals

 PATCH Line Rental and Calls 540.51 108.10 648.61

EP2043 Mayday Maintenance Support – Connectivity

 / B&W/Colour Printing 96.59 19.32 115.91

EP2044 RGM Warden Holiday Cover 95.00 19.00 114.00

EP2045 TVHC Office Rent/Room Hire/Youth Club/

 Youth Club Electricity/Sandy Ln

 Carpark Lights–October-Dec 2023 1,179.83 0.00 1,179.83

EP2046 Norse Un/Locking Gates – Sandy Lane

 / Hmdow – December 2023 496.00 99.20 595.20

EP2047 APC Pest Cont Mole Contract – Oct-Dec 2023 305.00 61.00 366.00

EP2048 Cash Petty Cash Reimbursement–Dec 23 57.08 11.42 68.50

 **13,912.16 1,312.47 15,224.63**

## PAYMENTS FOR RATIFICATION

EP2029 Catchpole Return of Hmdow Hall Deposit 50.00 0.00 50.00

EP2030 Place Farm Licence of Occupy Allotments (1of2) 787.50 0.00 787.50

EP2031 Total Energies Hmdow – Electricity – November 23 333.94 16.70 350.64

 **1,171.44 16.70 1,188.14**

## ELECTRONIC PAYMENTS MADE 28TH DECEMBER 2023 (STAFF RELATED)

TRNS Staff December 2023 – Staff Pay 8,395.65 0.00 8,395.65

TRNS HMRC December 2023 – Tax and NI 2,871.00 0.00 2,871.00

TRNS Norfolk Pension December 2023 – Pension Conts 3,004.53 0.00 3,004.53

 **14,271.18 0.00 14,271.18**

 **RECEIPTS FOR DECEMBER 2023**

Bank Interest 719.10 0.00 719.10

Hinks Meadow Hall Hire 410.97 82.19 493.16

Hinks Meadow Hall Hire–Deposits (To be Returned) 150.00 0.00 150.00

Norfolk County Council Recycling 414.37 0.00 414.37

 **1,694.44 82.19 1,776.63**

**08/24** **The Minutes of the Planning Committee Meeting held on 12 December 2023** were received.

**09/24 The Minutes of the Recreation, Sports and Woodlands Committee setting Meetings held on 18 December 2023** were received.

**10/24 To consider quote for the purchase of a noticeboard for installation in the Village Hall front garden**

Cllrs Latchford and Clarke declared personal, non-pecuniary interests in the agenda item as they were members of the Village Hall Committee.

 The Meeting was reminded that the Taverham Newsletter was no longer being published. It was proposed to install a double aperture noticeboard in the village hall front garden to display information relating to the Council and the village hall which would have otherwise been published in the Newsletter. A quote in the sum of £1575.31 for the man-made timber noticeboard was considered and **ACCEPTED** by the Meeting. It was further **AGREED** to permit the Village Hall Committee to use one half of the noticeboard, for the life of the board, for the sum of £700.

**11/24 It was resolved to delegate decision making and associated s106 expenditure related to the development at Draper Way to the Recreation and Woodlands Committees**

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# 12/24 To resolve to renew the Council’s membership with the Norfolk Association of Local Councils

##  Councillors received information about the services that Norfolk ALC provided as part of the Council’s membership. It was RESOLVED to renew the Council’s membership for 2024/25 for the sum of £1244.54

**13/24 To adopt a biodiversity policy**

Councillors were advised that it was a requirement for the Council to consider biodiversity when making decisions. A Performance Review Sub-committee meeting would be held to carry out an audit of the Council’s activities and to draft a policy for adoption by the Council.

**14/24 It was resolved to close the meeting to the public and press under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the following agenda item**

**15/24 To consider quotes for the streetlight maintenance contract for the period 1 April 2024 to 31 March 2028**

 Tenders to maintain the parish-owned streetlights had been received from three

 contractors. Councillors considered the quotes and awarded the contract to Cozens UK as they offered a fixed monthly price for the four-year term

The Meeting closed at 8.15pm

Signed …………………………............................. Dated ……...............................................