

Minutes of the Taverham Parish Council meeting held on Monday 8 January 2018, Suite 2, Taverham Village Hall, commencing at 9.05pm after the Planning Committee meeting, when there were present:

Mrs J Latchford in the Chair

Mrs B Clarke

Mr J Cox

Mr C Ison

Mr N King

Mrs C Karimi-Ghovanlou

Mrs P Mooney

Mr R Morriss

Mrs S Parkinson

Mr P Savage

Mrs M Temple

Mrs J Tyler

Mr D Wilson

Also present: District Councillor Bannock, Clerk and RFO.

01/18 Apologies for absence were received from Councillors Barrington-Smith and Pennells.

02/18 To receive Declarations of Interest: Mrs Temple reminded the Meeting that she was a member of the District Council's Standards Committee.

03/18 The Minutes of the Meeting held on 11 December 2017 were agreed and then signed by the Chairman.

Matters arising

04/18 New Road Nameplates: The District Council has advised that, should Parish Councils wish for descriptions on new street nameplates, they need to notify the developer/BDC at the point when the road name was decided upon. Any replacement signs would be at the cost of the Parish Council.

05/18 Streetlight on Woodside Close: The deflector which was recently purchased for the streetlight on Woodside Close had not alleviated the issue of the light shining through the window of the bedroom of a resident on Sandy Lane. The resident had written again requesting that the Council consider switching off the light between midnight and 5am. Councillors decided against switching the light off as this would set a precedent.

Chairman's report items

06/18 Neighbourhood Plan Area Application: The Clerk had submitted an application to the District Council for a Neighbourhood Area. The Community Planning Officer had advised that he was writing a report for approval from the portfolio holder.

07/18 Referendum Principles for English Parishes: The Secretary of State had announced that the government intended to defer the setting of referendum principles for town and parish councils for the next three years.

08/18 Annual Meeting of Broadland Parishes: The annual meeting would be held at the District Council offices on 24 January. There would be an opportunity to ask questions about the Greater Norwich Local Plan, and the Chairman and Vice-chairman would attend this meeting. Consultation of the GNLP opened today. A copy of the consultation will be circulated to all Councillors in preparation for a full Council response.

09/18 County Councillor Members Allowance Increase: County Councillor Clancy reported that he would not be accepting the Member's Allowance increase. He was commended for his stance.

10/18 Temporary Road Closure: The Council had been notified that the County Council intended on closing roads in Thorpe Marriott to carry out work to speed bumps. The Clerk and County Councillor had requested further information from Highways regarding the work. The work would be held in abeyance until the information had been received.



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11/18 Police Statistics for November: Councillors received copies of the statistics
12/18 Thorpe Marriott Village Hall Committee Minutes: Councillors received copies of the Minutes of the meeting held on 15 November 2017.

District & County Council Members Question Time

Mrs Bannock advised that fly-tipping was still occurring at Mack's Lane. The 10th Anniversary of the Marriott's Way walk would be taking place in October. Grants were available for youngsters to apply for assistance for sporting activities.

County Councillor Clancy reported that the 30mph speed limit signs had been erected between Taverham and Ringland, and that some of the potholes on this stretch of road had been patched. He also reported that the Highways emergency team had provided a very poor service during the period of flooding when Mr Clancy had had to redirect traffic from the swollen river due to lack of warning signage. He was also investigating the planning consent for the car park which was being built for the fisheries which could have exacerbated the flooding.

Public break

There were no members of the public in attendance.

13/18 The Minutes of the Planning Applications Committee Meetings on 11 December 2017 were received.

14/18 The Minutes of the Traffic and Transportation Committee Meeting on 7 December 2017 were received. Mrs Latchford and the Clerk had met with the Highways Engineer for the parish to discuss the possibility of addressing the camber in the pavement at Victoria Plantation. The pavement would be sided out to show the full width of the pavement and then costs calculated to regrade. The engineer confirmed that the County Councillor's Highways Budget for the current year could be used to fund the work and that the following year's budget could also be used with Councillor Clancy's consent if there was a shortfall.

It was reported that the dead tree at Cypress Close was due to be felled, the trod path on Fir Covert Road still had not been reinstated and the patching work on St Edmunds Road was breaking up.

15/18 FINANCE: (i) To approve payment of accounts; (ii) To report receipts

All Councillors had a copy of a list giving details of outstanding invoices. Mrs Latchford proposed, seconded Mr Morriss, to pay the outstanding invoices and to ratify those payments made in advance of the meeting – resolved.

Mrs Tyler was reminded that she had agreed to check that the bank statements matched the computer entries. Mrs Karimi-Ghovanlou also agreed to perform a further check on the bank statements against the computer entries. Mrs Latchford advised that she would check the petty cash payments against the receipts and petty cashbook

| <u>Chq</u> <u>No</u> | <u>Supplier</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Total</u> |
|-------------------------|-----------------|--------------------------------------|------------|------------|--------------|
| DDebit | BNP | Photocopier Lease Charges | 256.00 | 51.20 | 307.20 |
| 005892 | Cash | Petty Cash Reimbursement - Dec 17 | 50.29 | 0.00 | 50.29 |
| 005893 | MarkAndrewsG | Ghosthill/Eastfield - Path Clearance | 160.00 | 0.00 | 160.00 |
| 005894 | Rachel Leggett | Neighbourhood Plan-Consutantcy Mtg | 845.40 | 0.00 | 845.40 |
| 005895 | SGW | Payroll Processing - December 2017 | 38.30 | 7.66 | 45.96 |
| 005896 | VOID | Incorrect Amount on Cheque | 0.00 | 0.00 | 0.00 |



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|--------|---------------|--|------------------|-----------------|------------------|
| 005897 | Roundwood B | Grant-Contribution to Bowler's Wheelchair | 500.00 | 0.00 | 500.00 |
| 005898 | NorfolkFamMed | Section 137 Grant | 500.00 | 0.00 | 500.00 |
| 005899 | Green-Tech | Hinks Meadow - Grass Protecta/Fixings | 342.50 | 68.50 | 411.00 |
| 005900 | PLG | Warden's Waterproof Trousers | 15.00 | 3.00 | 18.00 |
| 005901 | Kerry Johnson | Provision of Youth Services - Dec 17 | 525.00 | 0.00 | 525.00 |
| 005902 | Wicksteed | Play Area Inspections/Analysis of Risk | 420.00 | 84.00 | 504.00 |
| 005903 | P Baston | Hmdow/Sandy Ln-Keyholder-Dec 2017 | 465.00 | 0.00 | 465.00 |
| 005904 | John Allaway | Woodland Contract - December 2017 | 285.00 | 0.00 | 285.00 |
| 005905 | Total Gas | Hinks Meadow - Gas Supply - Dec 17 | 32.54 | 1.63 | 34.17 |
| 005906 | BT | PATCH - Line Rental and Calls | 117.30 | 23.46 | 140.76 |
| 005907 | TVHC | Office Rent/Room Hire/Youth Club Rm/Car Park Lights - Oct-Dec 2017 | 981.61 | 0.00 | 981.61 |
| 005908 | Broadland DC | TPC Waste Collection 2017/18 | 351.75 | 0.00 | 351.75 |
| 005909 | Cozens (UK) | Streetlight Upgrade (71), Light Deflector and New Lantern (The St) | 20,985.00 | 4,197.00 | 25,182.00 |
| | | | 26,870.69 | 4,436.45 | 31,307.14 |

ELECTRONIC PAYMENTS MADE 28TH DECEMBER 2017 (STAFF RELATED)

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|------|-------------|--------------------------------------|-----------------|-------------|-----------------|
| TRNS | Staff | December 2017 - Pay/DeptWorks&Pen | 4,703.03 | 0.00 | 4,703.03 |
| TRNS | HMRC | December 2017 - Tax and NI | 1,058.02 | 0.00 | 1,058.02 |
| TRNS | Nfk Pension | December 2017 - PensionContributions | 1,428.24 | 0.00 | 1,428.24 |
| | | | 7,189.29 | 0.00 | 7,189.29 |

PAYMENTS FOR RATIFICATION BY COUNCIL MEETING ON 8TH JANUARY 2018

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|--------|------|--|--------|------|--------|
| 005889 | SLCC | SLCC Membership* | 233.00 | 0.00 | 233.00 |
| 005890 | ALCC | ALCC Membership* | 30.00 | 0.00 | 30.00 |
| 005891 | Wave | Hmdow-Water Charges (1 st to 3rd Qtr) | 442.64 | 0.00 | 442.64 |

* To replace Chq No. 005876 (£263) - after December's Council Meeting RFO noted two differing bank account numbers for SLCC/ALCC although both registered as SLCC accounts.

RECEIPTS REPORTED AS FOLLOWS

| | | | | |
|------------------------|---------------------------------------|---------------|---------------|-----------------|
| Bank | Interest | 9.20 | 0.00 | 9.20 |
| Public | Hinks Meadow Hall Hire | 838.15 | 167.59 | 1,005.74 |
| Norfolk County Council | Recycling Credits - April - Sept 2017 | 631.48 | 0.00 | 631.48 |

16/18 The Minutes of the Neighbourhood Plan Steering Group meeting held on 13 December 2017 were received

17/18 To set a date for a meeting of the Taverham Village Hall Working Party

It was confirmed that Mr Pennells and Mrs Latchford would meet with representatives of Taverham Village Hall Committee on Monday 15 January to discuss issues regarding access to the car park at Sandy Lane.

Signed.....

Dated..... 12/2/2018