

Minutes of the Parish Council Meeting held on Monday 9 July 2018, at Taverham Village Hall, after the Planning Applications Committee Meeting, when there were present:

Mr J Pennells in the Chair

Mrs L Barrington-Smith	Mrs S Parkinson
Mrs B Clarke	Mr R Morriss
Mr C Ison	Mr P Savage
Mrs J Latchford	Mrs M Temple
Mr R Morriss	Mr D Wilson

Also present: County Councillor Clancy, District Councillor Bannock and Clerk.

120/18 Apologies for absence were received from Councillors Cox and Karimi-Ghovanlou

121/18 To receive Declarations of Interest

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

122/18 The Minutes of the Council Meetings held on 11 June and 25 June 2018 were confirmed as correct by the meeting and were then signed by the Chairman

Matters arising

123/18 Hinks Meadow Play Area: The play equipment had been removed and sent to be shot-blasted and repainted. Councillors had received copies of the project timetable and were advised that the project would be completed by 20 July.

124/18 Thorpe Marriott Greenway: The District Council had been informed that the Parish Council was unable to support the proposed Greenway. Mr Squires had suggested that he meet with the Council to discuss the Council's concerns. It was agreed that Councillors Pennells, Latchford and Morriss would meet with Mr Squires, but the meeting was reminded that Standing Orders prohibited the Council from discussing an issue once a decision had been made. County Councillor Clancy was invited to join the meeting with Mr Squires.

Report items

125/18 Police statistics: The statistics for the month of June had been copied to Councillors.

126/18 Parish Council Office: There had been ongoing issues regarding a foul odour in the Parish Council Office which had led to the staff working in the Bedford Room rather than in the office. The drains had been checked, the gas board had advised that there was no gas leak, the carpets had been cleaned, the photocopier checked and the Council's pest controller advised that the smell was not decomposing rodents. The pest controller suggested that the odour could be caused by rodents urinating in the loft and that the only way to be certain of an infestation would be to install bait boxes. The Village Hall Committee was aware of the suggestion. Mrs Temple advised that she had smelled gas outside the Village Hall on the previous Saturday. It was agreed that a working party meeting should be held with the Village Hall Committee.

District and County Council Members Question Time

District Councillor Bannock advised that the 10th anniversary of the 10k race from Aylsham to Reepham was to be held on 7 October. She reassured Councillors that the mess created by the highways works would be tidied up and any damage to land reinstated. Works to a plot on Scotch Hill Road had commenced. Outline planning permission had been granted but the District Council had put a stop on any further work until a detailed planning application had been submitted and granted. There were concerns about the badger sett and Mrs Bannock requested that any sign of works continuing on site is reported to the District Council.



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County Councillor Clancy had been in communication with Norfolk County Council and Cadent regarding the ongoing works. He advised the meeting that they were 8 weeks behind schedule and that some reinstatement work had been poor. A Western Link meeting had been held following the completion of the consultation. The overwhelming response was in support of a western link road. It was intended that the number of routes to be considered would be reduced to 3 or 4 by the Autumn and that construction would commence in 2021. Mr Clancy further reported that Nightingale Infant School would be changing to an academy, that consultation regarding additional sites for development had commenced, and that there were new leaders of Norfolk County Council and Broadland District Council. Collaborative working between Broadland District Council and South Norfolk Council had been agreed in principle. Both councils would continue to set their own taxes but would share senior management.

PUBLIC BREAK

There were no members of public in attendance.

127/18 The Minutes of the Planning Committee Meetings held on 11 and 25 June 2018 were received.

128/18 The Minutes of the Sports Committee Meeting held on 25 June 2018 were received.

129/18 FINANCE All Councillors had a list giving details of outstanding invoices. Mr Pennells proposed, seconded Mrs Latchford, to pay the outstanding invoices and to ratify those payments made in advance of the Meeting – Resolved. The Councillors noted the receipts.

Chg

<u>No</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
DDebit	E'On	Street Lighting - June 2018	719.34	143.87	863.21
DDebit	BNP Paribas	Photocopier Lease-2nd Quarter 18/19	256.00	51.20	307.20
006044	Cash	Petty Cash Reimbursement	97.20	0.00	97.20
006045	Top Pixel	Neighbourhood Plan - Site Admin Support and Monthly Plan (June)	37.00	0.00	37.00
006046	IanSmithGroup	Council Sundries	52.80	10.56	63.36
006047	John Allaway	Woodland Contract - June 2018	285.00	0.00	285.00
006048	RGM	Amenity Site Contract - May 2018 / Sandy Lane Litter Bin Emptying	1,000.00	200.00	1,200.00
006049	SGW	Payroll Processing - June 2018	33.50	6.70	40.20
006050	Dennis Rawlins	Hmdow Floor Cleaner-NewMotorHead	135.75	27.15	162.90
006051	Alan Clark	Internal Audit for Year 2017/18	500.00	0.00	500.00
006052	TVHC	Office Rent/Room Hire/Youth Club Rm /NP Room Hire/Car Park Lights - April-June 2018	1,057.15	0.00	1,057.15
006053	Kerry Johnson	Provision of Youth Services - June 18	1,080.00	0.00	1,080.00
006054	GardenGuardian	Horticultural Contract - June 2018 /Verge Cutting Contract - June 2018	2,778.39	555.68	3,334.07
006055	Cozens (UK)	Tennis Court-Inspection/Struct Test	795.00	159.00	954.00
006056	Play Inspection	Recreation Areas - Annual Inspection	299.75	59.95	359.70
006057	Brenda Clarke	Neighbourhood Plan - Raffle Prizes	7.99	0.00	7.99
006058	John Pennells	The Dixon Centre - Carpet Cleaner	25.00	0.00	25.00
006059	Veolia	Hmdow Refuse - June 2018	141.07	28.21	169.28

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006060	P Baston	Hmdow/Sandy Ln-Keyholder - June 18	469.80	0.00	469.80
006061	BT	PATCH - Line Rental and Calls	118.80	23.76	142.56
006062	NALC	LCR Magazine Subscription	34.00	0.00	34.00
006063	Cozens (UK)	Streetlight Maintenance - June 2018	335.00	67.00	402.00
006064	Indigo Waste	Recycling Collection (April and June)	46.00	9.20	55.20
006065	RGM	Amenity Site Contract - June 2018 / Sandy Lane Litter Bin Emptying	990.00	198.00	1,188.00
			11,294.54	1,540.28	12,834.82

ELECTRONIC PAYMENTS MADE 28TH JUNE 2018 (STAFF RELATED)

TRNS	Staff	June 2018 - Staff Pay	4,402.77	0.00	4,402.77
TRNS	HMRC	June 2018 - Tax and NI	1,208.01	0.00	1,208.01
TRNS	Nfk Pension	June 2018 - Pension Contributions	1,398.10	0.00	1,398.10
			7,008.88	0.00	7,008.88

Neighbourhood Plan

130/18 The Minutes of the Meetings held on 19 June, 3 July and 3 July 2018 were received.

131/18 To confirm the Council's preferred Planning Consultant: Councillors had received copies of the proposal from Rachel Leggett and Associates. Only two tenders had been received, the other had been from Small Fish. The Steering Group recommended accepting the proposal from Rachel Leggett and Associates in the sum of £19200 as the service offered was the most suitable for the Steering Group. Mrs Latchford proposed, seconded Mrs Temple, to accept the proposal from Rachel Leggett and Associates. The proposal was unanimously agreed. It was noted that the timing of the project had slipped and that it was unlikely that the Neighbourhood Plan would be adopted by Spring 2019 but Ms Leggett had commented that she was impressed by the progress made by the Group so far.

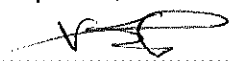
132/18 To consider the appointment of a Neighbourhood Plan secretary: The Meeting was advised that Tracy Jones had indicated that she would be willing to take on the role of Neighbourhood Plan Secretary. The Steering Group needed to agree the number of hours, the job description and the rate of pay for the post. Mrs Clarke stated that she would continue to provide administrative support. Mr Morriss proposed, seconded Mr Ison, to appoint Tracy Jones as the Neighbourhood Plan secretary. The proposal was agreed with one against.

133/18 To consider request for wayleave at Hinks Meadow

A request had been received from UKPN to route a power supply from Broadgate through Hinks Meadow to Longacre. A trench would be dug approximately 1.5m in from the boundary. Councillors had concerns about the safety of users of the site, the possibility of youngsters climbing on unattended digger and the effect of the spoil on the pitches. It was commented that Longacre already had an electricity supply. It was unanimously agreed that the request to route the power supply through Hinks Meadow would be refused.

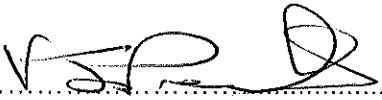
134/18 To discuss payment for the repair of the Village Hall front door.


Councillors were advised that invoices had been received for the repairs to the door following the glazing having been broken by the Council's contractor for the second time. The contractor had advised after the glazing had been broken the first time that the doors would need to be protected but no suitable protection had been identified. The Chairman suggested that in the future the doors should be locked open and that retractable screens could be used to protect the remaining glazing. Mrs Parkinson proposed, seconded Mr

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Morris, to forward the full cost of the repair to the contractor. The proposal was agreed with 8 for.

The Meeting closed at 9.55pm

Signed  Dated 13/8/2015


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