

Minutes of the Parish Council Meeting held on Monday 8 October 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	Mr R Morriss
Mrs B Clarke	Mrs S Parkinson
Mr J Cox	Mr P Savage
Mr C Ison	Mrs M Temple
Mrs C Karimi-Ghovanlou	Mrs J Tyler
Mrs J Latchford	Mr D Wilson
Mrs P Mooney	

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

170/18 Apologies for absence were received from Councillor King.

171/18 To receive Declarations of Interest

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

172/18 The Minutes of the Council Meeting held on 10 September 2018 were confirmed as correct by the meeting and were then signed by the Chairman

Matters arising

173/18 Battles Over Event: The Chairman advised that tickets for the event were selling quickly

Report items

174/18 Police report: Councillors had received copies of the report from the local police advising of action taken to address anti-social behaviour in Taverham.

District and County Council Members Question Time

Mrs Bannock reported that a police officer had been allocated to the Broadland area specifically to tackle drug crime and that the officer had spent a significant amount of time in Taverham. She reassured the Meeting that the police had found no evidence of county lines and hard drugs in the parish. The SNAP meeting had been well-attended and the issue of the height of the hedges at Sandy Lane play area had been raised.


PUBLIC BREAK

No members of the public wished to speak.

175/18 The Minutes of the Planning Committee Meeting held on 10 and 24 September 2018 were received.

176/18 The Minutes of the Traffic and Transportation Committee Meeting held on 5 September 2018 were received. Mrs Latchford advised that the request for yellow lines outside Ghosthill Infant School and the works to the pavement outside Victoria Plantation had not yet been progressed as the Council was awaiting a replacement highways engineer. The Meeting noted that the Minutes needed to be amended to include apologies from Councillors Barrington-Smith and Parkinson.

177/18 The Minutes of the Recreation Committee Meeting held on 24 September 2018 were received. Mrs Temple expressed thanks to the Council's warden who had planted the lavenders in the village hall front garden. He had volunteered some of his time in order to



complete the task. Mr Pennells also expressed thanks to the warden and the Office Administrator who had cleared the ivy from the heritage box on The Street.

178/18 FINANCE All Councillors had a list giving details of outstanding invoices. Mrs Latchford proposed, seconded Mrs Tyler, to pay the outstanding invoices and to ratify those payments made in advance of the Meeting – Resolved. The Councillors noted the receipts.

PAYMENTS FOR APPROVAL BY COUNCIL MEETING ON 8TH OCTOBER 2018

<u>Chq</u> <u>No</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
DDebit	BNP Paribas	Photocopier Lease-3rd Quarter 18/19	296.00	59.20	355.20
006102	Cash	Petty Cash Reimbursement	83.58	0.00	83.58
006103	Top Pixel	Neighbourhood Plan - Site Admin	12.00	0.00	12.00
006104	Total Gas&Power	Hmdow - Gas Supply - Aug 2018	8.48	0.43	8.91
006105	Void	Incorrect Cheque Amount			
006106	John Pennells	Hmdow - Chain for Locking Bin	8.97	0.00	8.97
006107	Void	Incorrect Cheque Amount			
006108	Total Gas&Power	Hmdow - Elec Supply - August 2018	177.70	35.54	213.24
006109		See Payment for Ratification			
006110	Comm Action	Play Area Inspection Course x 2	120.00	0.00	120.00
006111	Ridgeons	Warden - Broom/Edging Tool	24.71	4.94	29.65
006112	John Allaway	Woodland Contract -September 2018	285.00	0.00	285.00
006113	RGM	Amenity Site Contract - Sept 2018 / Sandy Lane Litter Bin Emptying	950.00	190.00	1,140.00
006114	SGW	Payroll Processing - September 18	35.00	7.00	42.00
006115	Veolia	Hmdow Refuse - September 2018	141.07	28.21	169.28
006116	PLG Farm S	Warden - Handsaw/Hedge Shears	18.75	3.75	22.50
006117	Crook P/Wash	Tennis Courts - Powerwash/Repairs	1,160.00	0.00	1,160.00
006118	FW Frost (Eng)	Sandy Ln Birds Nest Swing - Removal /Shortern Chains/Re-Hang	374.00	74.80	448.80
006119	TVHC	Office Rent/Room Hire/Youth Club Rm /NP Room Hire/Car Park Lights - July-Sept 2018	989.97	0.00	989.97
006120	P Baston	Hmdow/Sandy Ln-Keyholder - Sept 18	469.80	0.00	469.80
006121	BT	PATCH - Line Rental and Calls	107.53	21.51	129.04
006122	Kerry Johnson	Provision of Youth Services - Sept 18	705.00	0.00	705.00
006123	Broadland DC	Woodland Insurance	315.84	0.00	315.84
006124	Cozens (UK)	Streetlight Maintenance - Sept 2018 / Remedial Work Following NIC Test	2,585.00	517.00	3,102.00
006125	D & D Mack	Tenancy of Allotment Field - 2nd Half	500.00	0.00	500.00
006126	Wicksteed	Sandy Lane Birds Nest Swing Chains	142.00	28.40	170.40
006127	Ian Smith	Office Sundries	59.27	11.85	71.12
006128	GardenGuardian	Horticultural Contract/Additional Pitch Wk/Verge Cutting Contract - Sept 18	3,573.39	714.68	4,288.07
006129	Mayday	Photocopier Copies - B&W/Colour	96.62	19.32	115.94
006130	SLCC	11th Edition Local Council Admin/Del	108.79	0.00	108.79
006131	PKF Littlejohn	External Auditor Fee - 2017/18	600.00	120.00	720.00
			13,948.47	1,836.63	15,785.10

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ELECTRONIC PAYMENTS MADE 28TH SEPTEMBER 2018 (STAFF RELATED)

TRNS	Staff	September 2018 - Staff Pay	4,994.30	0.00	4,994.30
TRNS	HMRC	September 2018 - Tax and NI	1,125.94	0.00	1,125.94
TRNS	Nfk Pension	September 2018 - Pension Payment	1,544.18	0.00	1,544.18
			7,664.42	0.00	7,664.42

PAYMENTS FOR RATIFICATION BY COUNCIL MEETING ON 8TH OCTOBER 2018

DDebit	E'On	Street Lighting - August 2018	743.32	148.66	891.98
006109	A Water/Wave	Water Charges/Sewerage Charges	135.98	0.00	135.98

Mrs Parkinson agreed to check that the copying receipts match the computer transaction listings and cash balance.

179/18 Neighbourhood Plan

The Minutes of the Meetings held on 31 July, 18 September and 2 October were received. Councillors had received copies of the proposed expenditure budget. Mr Morriss proposed, seconded Mr Pennells to approve the expenditure budget. The proposal was unanimously agreed.

County Councillor Clancy and District Councillor Bannock left the Meeting.

180/18 To consider quotes for AdvantEdge renewal

Councillors had received copies of the options and quotes for the renewal of the contract of the Council's accounting and planning database software. The Meeting was reminded that the District Council held all information about planning applications and that the information was easily accessible online. The current Office Administrator had been entering planning application information into the database for several years but had not yet had need to retrieve the information. Councillors agreed that there was no need to renew the contract for the database software. Mrs Parkinson proposed, seconded Mrs Latchford, to accept the quote in the sum of £451 for the accounts package only. The proposal was unanimously agreed.

Councillors unanimously agreed to close the Meeting to the public to allow discussion of confidential matters.

181/18 Hinks Meadow Contract

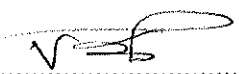
Councillors had received copies of the correspondence from the play equipment provider. Mr Morriss proposed, seconded Mrs Temple, to accept the discount offered by the play equipment provider. The proposal was unanimously agreed.

182/18 Vexatious correspondence

Councillors had received copies of emails, letters and social media posts criticising the Council and Councillor Latchford in particular.

The Chairman read a statement to the Meeting addressing the comments made within the correspondence and highlighted that several comments were factually incorrect.

Mrs Karimi-Ghovanlou proposed, seconded Mr Wilson, to reduce the height of the hedge at Sandy Lane Playing Field to increase the visibility for parents from one side of the play area to the other. The proposal was agreed with 2 against.

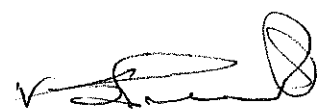


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The Meeting agreed to release a statement on its Facebook page addressing the criticism and factually incorrect comments made against the Parish Council and Councillor Latchford.

The Meeting closed at 9.25pm

Signed Dated

 12/11/18
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