

Minutes of Taverham Parish Council Meeting held on Monday 10 February 2020, at Taverham Village Hall, commencing at 8.35pm when there were present:

Mr J Pennells in the Chair

Mrs L Barrington-Smith	Mrs S Parkinson
Mrs C Karimi-Ghovanlou	Mr P Savage
Mrs J Latchford	Mrs J Tyler
Mr S Matthews	Mr C Wilson-Town
Mrs P Mooney	

Also present District Councillor Adams, County Councillor Clancy, 1 member of the public, Clerk and 2 TALGA representatives.

15/20 Apologies for absence

Brenda Clarke – Family commitments
Johnathan Cox – Work commitments
Charles Ison - Illness
Neil King – Work commitments
Maria Temple – Illness
District Councillor Kelly - Holiday

16/20 To receive Declarations of Interest in items on the agenda

Mr Pennells reminded the Meeting that he was a member of the District Council's Standards Committee.

Mrs Karimi-Ghovanlou and Mr Savage declared interests in the agenda item regarding the lease of allotment land as they were allotment plot holders.

17/20 The Minutes of the Council Meetings held on 13 & 27 January 2019 were agreed and signed by the Chairman.

The Chairman proposed that Standing Orders be suspended to move the agenda item regarding the allotment lease to the end of the agenda so that the Meeting could be closed to the public.

Report items

18/20 Trod Path at Beech Avenue: The Council had been advised that the trod path project costs were likely to be significantly higher than previously advised. The project could cost as much as £42,000 as opposed to the £30,000 previously quoted. The Council's Highways Engineer had been requested to provide a full breakdown of the quote. It was commented that the daffodils and snowdrops were in bloom and that it would be nice if they were transplanted when the work was started.

19/20 Airport Liaison Group Report: Mrs Latchford advised that the Masterplan had not yet been fully adopted as an application had been made to allow for night flying. It was noted that there were many flights arriving after the current 10.30pm deadline.

20/20 Neighbourhood Plan: Councillors had received a copy of the letter from the Independent Examiner advising of procedural matters for the examination.

21/20 SNAP: A copy of the minutes of the recent SNAP meeting minutes had been provided by Councillor Karimi-Ghovanlou and circulated to all councillors.

District and County Council Members Question Time

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

District Councillor Adams advised that all homes in Broadland would have received notification of the consultation for the GNLP.



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County Councillor Clancy's verbal report included that there were minor changes proposed to electoral boundaries but that this would not affect Taverham; recycling rates were circa 48% and that the layby on the A1067 was being dug up to prevent further unauthorised encampments.

PUBLIC BREAK

Councillor Savage advised that the woodland volunteers would be planting 100 whips in the hedge along Kingswood Avenue, weather permitting, on Saturday at 10am. Any Councillors who were able to give their time would be welcomed.

22/20 The Minutes of the Planning Committee Meeting held on 13 & 27 January 2020 were received.

23/20 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. Councillors noted the receipts.

<u>Chq No</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
006490	Top Pixel	Neighbourhood Plan - Site Admin	12.00	0.00	12.00
006491	KJ Youth Work	Provision of Youth Services - Jan20	1,124.12	0.00	1,124.12
006492	Ian Smith	Council Photocopying Paper	38.60	7.72	46.32
006493	PLG Farm S	Wardens Pliers/Posts and Postmix	55.15	11.03	66.18
006494	Veolia	Hmdow Refuse - January 2020	296.11	59.22	355.33
006495	SGW Payroll	Payroll Processing - January 2020	35.00	7.00	42.00
006496	Mayday	Photocopies - B&W and Colour	61.31	12.26	73.57
006497	Cozens (UK)	Hmdow - Carpark Lighting Repairs	171.00	34.20	205.20
006498	John Allaway	Woodland Contract - January 2020	285.00	0.00	285.00
006499	AW Electrical	Hmdow - Replace Main Hall Light	96.64	19.33	115.97
006500	Mark Andrews	Path Clearance - Ghosthill/Eastfield	80.00	0.00	80.00
006501	Broxap	Derby Litter Bin, Fixings and Carriage	239.95	47.99	287.94
006502	Norse	Un/Locking Gates - Hmdow/Sandy Ln	350.00	70.00	420.00
006503	TVHC	Grant - 2019/20	250.00	0.00	250.00
006504	Tav Day Care	Grant - 2019/20	250.00	0.00	250.00
006505	Mrs T Jones	Assistant Clerk - Mileage Claim	14.17	0.00	14.17
006506	Mr P Baston	Warden - Mileage Claim - Jan 2020	48.60	0.00	48.60
006507	Elec-Tech	Hmdow - Fire Alarm Test/Six Month Test and Light and Fan Replace	569.45	113.89	683.34
006508	Cash	Petty Cash Reimbursement - Jan 19	71.40	0.00	71.40
006509	GardenGuardian	Horticultural Contract - Jan 2020	2,094.58	418.92	2,513.50
			6,143.08	801.56	6,944.64

ELECTRONIC PAYMENTS MADE 28TH JANUARY 2020 (STAFF RELATED)

TRNS	Staff	Jan 2020 - Staff Pay	6,004.50	0.00	6,004.50
TRNS	HMRC	Jan 2020 - Tax and NI	1,612.01	0.00	1,612.01
TRNS	Nfk Pension	Jan 2020 - Pension Contributions	1,965.04	0.00	1,965.04
			9,581.55	0.00	9,581.55



PAYMENTS FOR RATIFICATION BY COUNCIL MEETING ON 10TH FEBRUARY 2020

DDebit	SSE	Hmdow - Gas - June-Dec 2020	287.07	14.35	301.42
006489	John Allaway	Woodland Contract - December 2019	285.00	0.00	285.00

RECEIPTS FOR OCTOBER 2019 REPORTED AS FOLLOWS

Bank	Interest	10.44	0.00	10.44
Hinks Meadow	Hall Hire	544.76	108.93	653.69
Photocopying	General Public	31.00	0.00	31.00
Taverham Football Club	Hmdow Pitch Fee – Oct-Dec 2019	2,358.86	471.77	2,830.63

24/20 Audit Checks. Mrs Mooney agreed to check that the asset register was up to date, that any large purchases had been added to the insurance schedule, and to check the staff sickness chart. Mr Pennells agreed to check that the Hinks Meadow receipts matched the booking forms. Mrs Karimi-Ghovanlou agreed to check that the copying receipts matched computer transactions listings and cash balance.

25/20 To respond to the Government's consultation to strengthen police powers to tackle unauthorised encampments

Councillors welcomed the increase in police powers and noted that the proposals were fair to encampments and to land-owners. The Parish Council supported every aspect of the bill and would request that the Taverham Newsletter publishes the core laws to advise the public of the Council's powers when the bill was passed. A copy should also be placed on the Council's website.

26/20 To consider request for streetlight deflector

A resident who had recently moved into a property on Nightingale Drive had requested that the council place a deflector on the streetlight. Other requests had been refused. Mrs Latchford proposed, seconded Mrs Karimi-Ghovanlou, to refuse the request. The proposal was agreed, 7 for, 3 against.

27/20 Tennis Court Project: (i) To agree management model for the new tennis court provision; (ii) To accept quote for project specification to form part of tender documents

Councillors had received notes and recommendations from the tennis working party meetings. There were three management models considered and it was agreed that the Council would appoint an operator to manage the site. The operator would pay the Council a fee but would then keep any profit.

Mrs Latchford proposed, seconded Mr Wilson-Town, to accept the quote in the sum of £275 from Sports Facility Planning and Design, to draw up a project specification for use with the tender documents. The proposal was unanimously agreed.

The Meeting was closed to the public, however TALGA representatives were invited to stay.


28/20 To confirm that the Council wishes to lease additional land to provide allotment plots

The Council was informed that the landowner's circumstances had changed and that he was being forced to sell the farm where the allotments were located. A court order required the Council to vacate the site by September, however the lease with the landowner allowed for the Council to remain a tenant until 31 March 2021. Legal advice would be sought.

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Councillors requested that the possibility of a rolling 12 month contract be investigated along with the possibility of purchasing the land.

The Meeting closed at 9.40pm

Signed  Dated 9/3/2020

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