

Clenchwarton Annual Parish Council Meeting Minutes

Thursday 16th May 2019

New Councillors signed the Declaration of Acceptance to Office

Present: Cllrs Swietonowski, Pell, Winter, Bearshaw, Stannard, R Moore, Collison, T Moore, Moate and Lucas

Cllr Swietonowski took the chair in the absence of Cllr Rev Sheila James

1. Election of Chairman. Cllr Steven Bearshaw was elected as Chairman
2. To accept apologies for absence. Apologies were received from Mr Steven Edwards, also from Cllrs Whitby and Kemp who both had a meeting at the Borough Council.
3. To receive any declaration of interest in items on the agenda and any application for dispensation. There were none
4. Election of Vice Chairman. Cllr Lucas was elected as Vice Chairman
5. To receive the minutes of the meeting of the 7th of March 2019 as a true record. Minutes were agreed as a true record
6. To resolve on the election of members to the Finance committee. Cllrs Bearshaw, Swietonowski, Pell, Moate, Stannard and R Moore were elected. Election of members to the Personnel committee. Cllrs Swietonowski, Moate, Pell, Lucas and T Moore were elected. Election of members to the Community Centre committee. Cllrs Pell, Moate, Winter, Lucas and Collison were elected. Election of members to New Cemetery working party. Cllrs Stannard and Winter were elected. No work had been undertaken as yet. To resolve to allow a member to issue work orders, instruction and direction to the groundsman. The clerk explained that after reading case law it was not advisable to elect a member. Agreed. Election of members to outside bodies. Memorial Hall committee. Cllr Winter was elected
7. Clerks report: The clerk read a letter from Mr Brown wishing his thanks to be given to ex Cllr Rev Sheila James for all the time and effort she has spent on the parish council over the last twenty years. Clerk read an email from ex Councillor Gipp who wished to thank past fellow councillors, the clerk and RFO for their help and support also to residents for their support with her fundraising events and litter picks. She wished the new council all the best. Clerk reported the tree risk assessment had been reduced due to there being less trees than originally calculated. She had received a complaint from a resident regarding dogs running loose on the fields and approaching people. Clerk reported that the new gateway signs had now been erected. The clerk read out an email which had been received from the agent dealing with the Fosters development requesting a meeting with the parish council to discuss their planning application. It was agreed to invite him to attend the July 4th meeting. An email had been received from a resident regarding speeding traffic in Hall Road and Main Road. Highways and the Police would be contacted to ask if a meeting could be arranged to discuss the issue. A representative from the library service would be attending the Parish Assembly to speak about the local mobile service. The ROSPA inspection will take place in June. An email regarding rubbish being dumped on the allotment had been received, the clerk is endeavouring to find out where it had come from.

Mr Graham Sampson could not attend the meeting, he wished to advertise that CEMG were running two comedies at the chapel and he hoped people would go along to support them.

8. To receive reports from County and Borough Councillors. The clerk read out a letter from BC David Whitby offering his sincere apologies for not being able to attend and wished to thank everyone who voted for him. He explained that after the sale of houses the BC had added a half a million to their reserves. Cllr Kemp had also offered her sincere apologies. The clerk read her report, regarding Proper Funding in Norfolk, her objections to Fosters Field development, Lynn Transport Plan, Boundary Commission Review, Children excluded because of Autism and the issue of School Places.
9. Open Forum: fifteen minutes during which time residents may speak. A resident stated that people had complained that they were being intimidated by a man as they walked on Fosters Field. He stated that Fosters south field had been put up for sale. A resident commented that Kenfield Farm was an eyesore and surely it would be better if it was developed. The clerk explained that planning applications had been turned down by the BC and also at an appeal. A resident explained that a developer had stated he intended to reapply to build on the junction of Hall Road and Wildfields Road. The Parish Council had not been notified of any new application. A resident spoke regarding loose dogs on the playing field which made him feel unsafe. A resident felt that there was not enough community spirit in the village and offered to help in any way she could.
10. RFO to report on the Annual Governance Statement: to resolve to approve the AGS. The Chairman requested Finance items 10,11 and 12 be deferred to the end of the meeting to allow time to discuss it. Agreed.
13. To resolve on a request from SCOPE to place a clothes bank in the village. It was resolved to agree a bank could be placed in Hall Road on the condition it was emptied twice weekly.
14. Planning: to consider and comment on planning applications circulated. 19/00798/F proposed single storey rear extension 5 Margareta Close. Support if no objections from neighbours.
15. To receive updates from committees: Cllr Pell reported that the next Fun Day meeting will be on Friday the 24th of May. Clerk asked if all licences and insurance were in place. The RFO stated that the insurance was in place. Risk assessments will be in place as Cllr Pell will ask Tony Mallet to do them. All licences would be in place.
16. To receive updates from outside bodies: Memorial Hall. Nothing to report
10. RFO to report on the Annual Governance Statement: to resolve to approve the Annual Governance Statement. The RFO reported on the AGS. It was resolved to sign the Annual Governance Statement.

11. Finance: a) to approve the monthly payments, including the April payments, finance reports and invoices circulated by the RFO. After allowing Cllrs time to study the finance report it was resolved to approve the payments for April of £3,468.19 and May £2,101.44. b) To resolve on new bank signatories. It was resolved Cllr Bearshaw, Swietonowski and Moate should be the signatories. c) To consider an extra grass cut and resolve appropriately.

The clerk had received a quote to cut the triangular area of grass around the new gateway sign at the west end of the village. It was resolved to firstly get a quote to also cut around the other three gateways. d) To review and agree the Council's insurance. The RFO explained that the insurance is not due for renewal until 1st June 2021. e) To appoint an internal auditor. The clerk had contacted Norfolk PTS training who had given her the names of three auditors. She had spoken with a gentleman who had agreed to do it for us. Agreed

12. The RFO reported on the Accounting Statement: It was resolved to approve the Accounting Statement.

17. To receive items for the next agenda 6th June which will follow the Parish Assembly.

July agenda 1) To consider a review of the Community Centre project and resolve appropriately

2) To report and resolve on any Health and Safety issues (item to be included on each agenda)

August agenda 1) To consider and resolve on refurbishment of stone garden by the anchor

2) To consider and resolve on improvements to the play area

3) To consider and resolve on ways of promoting greater parishioner involvement in the community

Meeting closed at 10 pm