

BARTON BENDISH PARISH COUNCIL

Ordinary Parish Council Meeting held on Wednesday 9th January 2019 commencing at 7.30pm in Barton Bendish Village Hall

Present:

Cllr W Chapman	Chairman
Cllr AV McAlister	Vice-Chairman
Cllr A Parker	
Cllr J Richardson	
Cllr R Simon	
Cllr P Swallow	
Miss S J Thorpe	Parish Clerk

Cllr B Long (County Councillor)

7 members of the public

1. **Apologies**

None.

2. **Declarations of Interest**

Cllrs Chapman and Simon declared a non-pecuniary interest in item 9b.

3. **Minutes**

The minutes of the Ordinary Meeting on 14th November 2018, having been circulated to all prior to the meeting, were agreed as correct and signed following a proposal from Cllr Richardson, and seconded by Cllr Simon.

4. **Matters arising**

Poor's Charity update – The Clerk advised that the Poor's charity now had access to a bank account which contained sufficient funds for it to carry out its business. A meeting of the trustees was due to take place on 28th January 2019 and it was expected that payments to senior citizens would be issued after this meeting.

5. **Reports**

a. **Projects Committee:** Cllr McAlister advised that the village party to commemorate the end of the First World War had gone well. It had been attended by approximately 50 residents; additional sponsorship had been obtained to cover the shortfall from the grant; the choir had performed and feedback from the event had been very positive. The committee had no current plans for further events at the moment.

6. **Highways issues**

New issues to be reported and outstanding issues to be followed up:

- “slow” sign had still not been painted on the road surface on Boughton Long Road; Clerk had chased up after last meeting but still not done. Clerk to chase again.
- Beachamwell Road/Narborough Hill junction – visibility obstructed when turning left due to overgrown grass verge around crossroads sign on White Road. Clerk had chased up after last meeting but still not done. Clerk to chase again.
- A1122/Beachamwell Road junction – pot holes on the bend.
- Eastmoor Road (from Eastmoor towards Beachemwell) – request for passing places.
- Fincham Road and though Eastmoor – mud left on road by farm vehicles.
- Beachamwell Road – grips need digging out again.

7. **Finance**

a. **Payments for authorisation:** the following payments were due by cheque:

Miss S Thorpe	expenses/admin/subs	£70.15
St Andrew's PCC	donation for churchyard maint. (cheque cancelled)	-£250.00
Barton Bendish PCC	donation to churchyard maint. (cheque reissued)	£250.00

Chairman's signature.....Date.....

Payments made by standing order:

HMRC	PAYE for November	£38.00
Miss S Thorpe	December salary	£151.82
HMRC	PAYE for December	£38.00
Miss S Thorpe	January salary	<u>£151.82</u>
		£449.79

It was agreed to authorise the cheque payments and the standing orders, proposed by Cllr Richardson, seconded by Cllr Chapman.

- b. Balance at bank and Cash Book reconciliation: The Cash Book had been reconciled to 31st October 2018 and the balance of the bank account was £6791.28, which was confirmed by sight of the bank statement to the Chairman. As there were unrepresented cheques for £750 this agreed to the balance of £6041.28 in the Cash Book.
- c. Budget and Precept for 2019/20: The Clerk had circulated the budget to all prior to the meeting. This was discussed; following a proposal by Cllr Richardson, seconded by Cllr Parker, it was agreed that the PC would set the precept at £4714, which would be a 0% increase for parishioners. A Council Tax Support grant of £30 would also be received making a total of £4744. The Clerk would ask the BC to make a small amendment if required to ensure a 0% increase was maintained.

8. Internal Council matters

- a. Casual Vacancy for Parish Councillor: There were two nominees for the role, Mr Andrew Stephen and Mr Peter Stow. The Clerk explained the procedure for co-option. Following a proposal by Cllr Parker, seconded by Cllr Swallow, it was agreed by all to fill the vacancy from the nominees. A vote took place and Mr Andrew Stephen received the most votes, he was co-opted to fill the vacancy. The Chairman invited him to join the other Councillors and sign the declaration of acceptance of office. The Chairman thanked Mr Stow for his interest in joining the PC and hoped he would still be interested in joining when the next vacancy was considered.
- b. Update the bank mandate for authorised signatories: The mandate needed to be updated to replace former Cllr Carter, who was still currently a signatory. Following a proposal by Cllr Chapman, seconded by Cllr Simon, it was agreed by all that a new mandate form should be signed to include Cllr Swallow as a signatory and remove former Cllr Carter.
- c. Archiving of historical Parish Council documents: The Clerk advised that she would like to pass the historical documents, which included minute books going back to 1894, to the Norfolk Records Office, as they would be able to store them more securely and ensure they were preserved but would prefer to scan the documents first so that the PC retained a digital copy. This would involve additional hours for the Clerk as it could not be managed within her normal hours. Following a proposal by Cllr Chapman, seconded by Cllr McAlister, it was agreed by all that the Clerk should be paid the additional hours to scan the documents before they were passed to the Norfolk Records Office.

9. Parish Affairs

- a. Report on Anglian Water meeting about sewerage odour: The resident from Buttlands Lane advised that there had been two days when there was a slight odour but generally there had not been any problems.
Cllr Stephen reported that the damage to the verges on Hatherley Gardens had still not been repaired by Anglian Water. Clerk to chase up again.
- b. Village Hall matters: Cllr Simon advised that they were currently looking for two new trustees but there had already been some volunteers, so it looked like this would not be a problem. The committee were still looking at funding and planned to promote the West Norfolk Wins Lottery which the Hall had signed up to and would receive 50% of the ticket price for any one signing up to play via their page. Cllr Stephen advised that they had been disappointed to learn that funding from WREN was no longer available, due to the closure of the Blackborough End landfill site.

10. Correspondence

The Clerk updated the Council with items of correspondence which had been received:

Chairman's signature.....Date.....

- Information on the first King's Lynn Shakespeare Festival from 26th-28th April.
- Further information on Love West Norfolk campaign.
- Information from Ward Gethin Archer Solicitors on their services.
- Clerks and Councils Direct Newsletter.

11. Planning

- a. Applications received since last meeting:
 - i **18/02238/F To form a self-contained annexe within existing domestic space for occupation at Rowan House, Church Road.** The application was discussed, and it was agreed by all to SUPPORT the application.
- b. Decisions received from the Borough Council: None.

12. Public questions and comments

- Cllr Richardson advised that he had attended the Police Engagement meeting in Downham Market. The Police were hoping to be able to send an officer to PC meetings at least once a year. PC Ryan Williams was our Beat Manager and PC Lee Anderton was the Police Engagement Officer. Hare Coursing in the local area and Anti-Social Behaviour in Downham Market were two issues which they were giving priority to at the moment. Cllr Chapman advised that rural crime was a problem in the area with a Land Rover and two teleporters recently been stolen; farmers could sign up to be part of a group who reported any suspicious incidents to each other. A resident advised that the Police were due to give a talk in the village hall in the coming weeks and that this was being advertised on the village hall notice board.

13. Confirm the date of the next meeting

The date of the next meeting was confirmed as Wednesday 13th March 2019 at 7.30pm for the Annual Parish meeting followed by an Ordinary Parish Council meeting.

The Chairman declared the Parish Council Meeting closed at 8.15pm