

GELDESTON PARISH COUNCIL

Meeting of the Parish Council
Held on Wednesday
15th July, Virtual Meeting
7.30PM



Parish Councillors present: I. Ansell (chairman), J. Ashfield, J. Crowfoot, L. Rowntree and D. Shave

1. Chairman's Welcome

- a. To receive apologies for absence – Apologies were accepted for Cllr Keep.
- b. To receive declarations of interest other than those registered with South Norfolk District Council - None
- c. To record the number of members of the public present - None

2. Minutes of last meeting

- a. The approval of previous meetings will be approved when we have face to face meetings. An amendment was noted for the last minutes. Change the wording of the site of immediately beyond SSSI and Ramsar site to 'near' the site.

3. Matters arising from last meeting, report and action points

- a. To receive an update on the new dog bin in the Church Yard, and agree any action – the location for placement has been confirmed. Once the Lockdown is easing Cllr Ansell and Cllr Shave will install it.
- b. To receive an update on the return of the village sign – The Village sign is back up. The Parish Council would like to thank Cllr Ansell, his son and Cllr Shave for undertaking this task.
- c. To receive an update on the street library and agree any action – This is ongoing, waiting for Cllr Ansell to come back with some specifications.
- d. To receive an update on the Let's Play Project, and agree any action – This is still ongoing, working slowly in the background. Waiting for grants to reply back.
- e. Cllr Crowfoot to write a letter to Highways, regarding incidents in Yarmouth Road - work has been done to clear the Stockton sign with the owner's permission. **Action Cllr Crowfoot** to write the letter regarding the three incidents to Highways.
- f. Cllr Ansell to provide an update regarding Stockton Road mirror installation – Ongoing. Cllr Ansell to source mirror. A heavy duty one was advised. The Council agreed for the purchase to go ahead in between parish council meetings.
- g. To review and agree the revised Standing Orders and Financial Regulations as per Internal Auditor comments – These were reviewed and agreed. (Prop: IA; Sec: LR) All in agreement.

District Cllr Brown joined the meeting 7.40pm

- h. To discuss the upgrading of Zoom, for virtual meetings – Cllr Ansell has upgraded the zoom product. The meetings will no longer drop out after 40 Minutes. The cost is £15 per month. The Council agreed to pay 50% of these costs, as Cllr Ansell will be using the product for other meetings. (Prop: JA; Sec: DS) 4 in agreement, 1 abstained. **Action Cllr Ansell** to provide the Clerk with paperwork in order to set up payment within Barclays.

4. **Chairperson's report:** nothing to report.

5. **New issues**

- a. Reports from the County Councillors – District Cllr Brown reported that the Council are trying to get the economy re-started. They have initiated 'Shop with Confidence' in towns such as Harleston. Discretionary business grants available. Leisure Centres are re-opening at the end of July.
- b. **The meeting will be adjourned for public participation (maximum 10 minutes) for items to be discussed on the Agenda only - None**
- c. To discuss the need for additional signatory for Barclays, cheques and online and agree any action – Cllr Shave and Cllr Ashfield volunteered to be signatories. All in agreement. **Action Clerk** to action this with Barclays.
- d. To receive an update on the Mutual Aid, and discuss the monies left from the grant received and agree any action – There was nothing to report. Keep the funds ring-fenced in case there is a second spike and another Lockdown.
- e. To receive an update on the future virtual meetings and COVID-19, and agree any action – The Village Hall Committee will review the situation of the hall being closed, in September, as to when to re-open. NALC and SLCC state that we can hold virtual meetings until May 2021. It was agreed that we will hold virtual meetings until the village hall re-opens.
- f. To note the new parish website and Facebook page – Website is set up and running www.geldestonpc.info and the Facebook page is Geldeston Parish Council. Cllr Crowfoot also stated that at this time there was no idea when the printed edition of the Tidings would be out.
- g. To discuss the RTI payroll, and agree any action – This should be the role of the RFO. Last year some of the payroll payments were rounded up or down, but the payment stayed the same due to the wages being set up by Standing Order. Cllr Rowntree is happy to pass the payroll system over to the RFO. All in agreement. **Action Cllr Rowntree** to provide the Clerk/RFO the login in details.
- h. To discuss the Parish Partnership Fund available for 20/21, and agree any action – After some discussion it was decided that there was no need to apply for this funding this year.
- i. Issues from Councillors (for information only) -
Cllr Crowfoot – the Churchyard is being cut on 27th and 28th July and there is a request for volunteers to help rake up the cuttings. **Action Clerk** to put the request for help on Facebook and website.

Cllr Ashfield – the drainage issue in The Street has been reported to highways, they have made a site visit and do not think that it is an issue to sort it out. The lead time will be 6 – 8 weeks.

Cllr Shave – the main street sign is unreadable by Kells Way at the crossroads. **Action Cllr Ashfield** to report this to the highways department. The bushes on the footpath at 11 Kells Way are overgrown and are causing a problem. **Action Clerk** to write to the occupier and ask for the hedge to be trimmed back.

- j. Clerk’s report (for information only) – The Clerk reported that she was near the end of the archiving and a friend of hers would like to donate £20 for the old rust filing cabinet. Would it be possible to put that money towards a newer smaller one? This was agreed.

6. Finance

- a. To approve invoices for payments as per payment schedule and to note the payments between meetings.

01/04/2020	Waveney Lower Yare	Allotment Drainage		£19.68
20/04/2020	Anglian Water	Allotment Water		£36.75
20/04/2020	Linda Rowntree	Mutual Aid		£35.99
20/04/2020	Emma Ginn	Mutual Aid		£25.00
20/04/2020	Dave Shave	Mutual Aid		£28.92
20/04/2020	Poors Trust	Allotment		£200.00
21/04/2020	HMRC	Tax NI March		£52.80
27/04/2020	Wages	April		£228.13
15/05/2020	HMRC	Tax Ni April		£52.80
25/05/2020	Wages	May		£228.13
19/06/2020	HMRC	Tax NI May		£52.80
19/06/2020	Steve Jackman	Website		£135.00
19/06/2020	Wix.com	domain		£86.40
17/06/2020	Heelis and Lodge	Internal Audit		£128.00
27/06/2020	Wages	June		£228.13
07/07/2020	Came and Co	Insurance		£297.05
13/07/2020	Came and Co	Insurance		£50.00
15/07/2020	HMRC	Tax and NI June		£52.80

£1,938.38

The payments above were all agreed

Bank Balance as at 7th July 2020.

Community Account: £5,406.48

Business Premium: £33,279.77

- b. To receive an update on the budget summary – The Clerk reported that we are on target with the budget. However, we did not budget for the website setup, and therefore will be overspent there. Some of the budget will not be spent this year due to COVID-19, so hopefully it will sort itself out. It was noted that the potholes by the church would still be a donation as a good will gesture.

- c. To receive approval of the outstanding bank reconciliations this year and agree any action – This will be done on a quarterly basis. Cllr Keep will be approving the bank reconciliations produce by the Clerk.

7. Updates from village committees & groups:

- a. Village Hall Management Trustees – The interior decorating has been completed.
- b. GREEN project – We have rented another allotment plot, - MR is doing a great job.
- c. Let's Play Project. – ongoing.
- d. Conservation Area. – The application to build a house behind the village hall has been turned down. There is general concern over the future of some parts of the conservation area.

- e. Planning applications and other planning matters

South Norfolk District Council. 2020/1212, 26 The Street. There appears to be no amended online. **Action Clerk** to review at the end of July.

Broads Authority

- f. Update on previous applications. SNC and BA applications.
3 Rivers is still pending.
Building behind the village hall – objection.

8. Correspondence

- a. To note that all correspondence has been emailed to you as and when the Clerk has received it.

Date of next parish meeting: 9th September 2020 – Virtual Meeting.

There being no further business the meeting closed.8.30pm

Signed:

(Chairman)