

# GELDESTON PARISH COUNCIL

Meeting of the Parish Council  
Held on Wednesday  
10<sup>th</sup> July 2019, Village Hall  
GELDESTON 7.30PM



Parish Councillors present: I. Ansell (chairman), P. Dawnay, L. Keep and L. Rowntree.

## 1. Chairman's Welcome:

- a. To receive apologies for absence. – None. It was noted that Cllr Crowfoot was absent.
- b. To receive declarations of interest other than those registered with South Norfolk District Council. – None. *It has been noted that Cllr Ansell is on the Village Hall Committee, Cllr Crowfoot is on the Village Hall Committee, the Church Committee and the editor of the Tidings.*
- c. Members of the public were present. 6 members.

## 2. Minutes of last meeting:

- a. To approve minutes of the meeting held on 13<sup>th</sup> March 2019, 15<sup>th</sup> May 2019 and the extraordinary meeting 12<sup>th</sup> June 2019. The minutes for 13<sup>th</sup> March 2019 were agreed as being an accurate record. (Prop: LK; Sec: LR) all agreed. The minutes for 15<sup>th</sup> May 2019 were agreed as being an accurate record. (Prop: LR; Sec: PD) 3 agreed, 1 abstained. The Extra-Ordinary meeting 12<sup>th</sup> June were agreed as being an accurate record. (Prop: IA; Sec: LR) all agreed.

## 3. To consider the co-option of the new Councillor:

- a. Questions and answer session – The question was asked, why he had applied to be a councillor. The reply was that he was approached to be a councillor and secondly, he would like to put something back to the parish.
- b. To agree to Co-opt – It was agreed to appoint John Ashfield as a councillor through the co-option route. (Prop: IA; Sec: LR). All in agreement.
- c. Signing of the Declaration of Acceptance of Office form – this was duly signed.

The Chairman welcomed Cllr Ashfield to the council.

## 4. Matters of report and action points

- a. To receive an update on the war memorial and agree any action. This project is running in the background, no news at present.
- b. To receive an update regarding the request for a map of dog bins in the parish and agree any action. Carried over, one to be put outside the hall, small .pdf in the Tidings and on the website.

- c. To receive an update regarding the grant forms for the Let's Play project and agree any action - Carried over.
- d. To receive an update on the Barclays mandate change and agree any action – The form has now been completed and will be posted as soon as possible.
- e. To discuss the renewal of Clinks Care Farm for grass cutting – The increase will be approximately 2% this year. However, they have already started cutting. **Action Clerk** to provide Clinks Care Farm the event dates for the village hall and green.
- f. To receive an update on the additional location on Station Road for the SpeedWatch – The additional location would be by the entrance to Locks Inn. **Action Cllr Ashfield** to see if this is possible. It was also noted that there is need for more volunteers.

5. **Chairman's report:** none reported

6. **New issues**

- a. Reports from the County Councillors:  
Apologies from Cllr Stone, Cllr Brown and Cllr Bernard.  
Cllr Brown had sent an email to the Clerk, which is in the Councillors packs. He is asking for requests to use the locality budget.
- b. **The meeting will be adjourned for public participation (maximum 10 minutes) for items to be discussed on the Agenda only.**  
The Dunburgh steps are now completed. This is a huge improvement and has been done with sensitivity. However there is a shortfall of £50. The Council discussed this and agreed to pay the balance of £50. (Prop: LR; Sec: LK) all in agreement.  
The entrance to Kells Way needs to be swept on a regular basis. It also has been noted that there are cracks/holes appearing in the middle of the road. **Action Clerk** to contact the contractors and request them to rectify.
- c. To discuss and agree the renewal of NALC subscription, which is already overdue – Nalc subscription is £155.85, this was due in April. If we change we will lose the Norfolk parishes website.  
Norfolk PTS will charge 1% of your precept. If we decide to go with them, you will need a website. The setup charge for this is £160.00.  
It was agreed that we stay with Nalc for this year. Plan to build a website and then move over to the new website before the Nalc end of year. (Prop: IA; Sec: LR) all in agreement.
- d. To receive an update on the Parish Partnership SAM2 machine and agree any action – We need to provide a schedule for Geldeston and then combine it with Ellingham and Kirby Cane. The stipulation is that the SAM2 machine cannot stay in one place for more than 4 weeks at a time. Geldeston has 3 sites, Ellingham and Kirby Cane have 4 sites. It was agreed that we have the SAM2 machine for 8 weeks at a time and then hand over to Ellingham and Kirby Cane. Cllr Ansell has volunteered to look after the SAM2 whilst it is in the parish. **Action Clerk** to draw up a schedule with Ellingham and Kirby Cane. **Action Clerk** to get the SAM2 ordered. **Action Clerk** to sort the insurance out for the machinery whilst it is in the parish.

- e. To discuss the way forward for making payments – It was discussed the way forward would be for the Clerk to have access to the online system to be able to setup Dual Authorising Online payments to be authorised by a Councillor. This saves on postage and cheques. This was agreed (Prop: IA; Sec: LR) all in agreement. **Action Clerk** to set this up once the mandate change has gone through for the new signatories.
- f. To discuss the dangerous drive being shared with the church and the Old Rectory and agree any action – It was agreed that a mirror would be a good idea, placed at the entrance on the other side of the road. **Action Cllr Keep** to discuss this with MF.
- g. To discuss the Highways Rangers visit – it was suggested that a spokesperson for the village would be a good idea. Cllr Crowfoot was suggested. **Action Clerk** to discuss this with Cllr Crowfoot.
- h. To discuss whether we want to place a bid for this year’s Parish Partnership 19/20. The Clerk had handed out the information regarding this. It was decided that the Councillors would look through the information and discuss at next meeting.
- i. Issues from Councillors (for information only) -  
 Cllr Dawnay – nothing  
 Cllr Keep – residents are asking for the return of a street library. This is so that books could be borrowed and re-used. Since the village hall refurbishment there is a problem storing the books. **Action Cllr Keep** to think of some suggestions, to be discussed at the next meeting.  
 Cllr Ashfield – would like a copy of the Council’s Indemnity Insurance. **Action Clerk** to provide this. This will be done when the renewal has gone through and the new paperwork has been received.
- j. Clerk’s report (for information only) – The Clerk mentioned that she had received an email regarding the polling stations. **Action Clerk** to put on the noticeboard and on the website. Please note that the closure date is 31<sup>st</sup> July for comments.  
 There is a VAT training course, this was discussed, the Clerk would like to go on the Introductory course, which is needed to be kept up to date with the regulations. Cllr Rowntree would also like to go on this course. **Action Clerk** to book the Clerk and Cllr Rowntree on the course, held by NALC. (Prop: IA; Sec: LK) all in agreement.

## 7. Finance:

- a. To approve invoices for payment

|            |                      |                          |                     |        |
|------------|----------------------|--------------------------|---------------------|--------|
|            | Waveney Lower Yare & |                          | <b>clerk cheq *</b> |        |
| 15/05/2019 | Lothingland IDB      | drainage rates for 19/20 |                     |        |
| 15/05/2019 | L Rowntree           | APM expenses             | <b>101084</b>       | 40.78  |
| 15/05/2019 | T Page               | expenses                 | <b>101085</b>       | 13.92  |
| 23/05/2019 | HMRC                 | Tax and NI               | <b>DD</b>           | 43.00  |
| 28/05/2019 | T Page               | May Salary               | <b>SO</b>           | 188.95 |
| 23/06/2019 | HMRC                 | Tax and NI               | <b>DD</b>           | 43.00  |
| 28/06/2019 | T Page               | June Salary              | <b>SO</b>           | 188.95 |
|            | C Cook               | Internal Audit           | <b>clerk cheq *</b> |        |
|            | Anglia Water         | Allotment water          | <b>clerk cheq *</b> |        |

|            |           |                        |      |
|------------|-----------|------------------------|------|
|            | Tina Page | reimbursement of 3     |      |
| 10/07/2019 |           | cheques 19.04+35+18.86 | 72.9 |
| 10/07/2019 | NALC      | Annual Subscription    | ??   |

The NALC subscription was agreed to be paid in this meeting, £155.85. Since the agenda Came and Co, have sent a renewal reminder for £338.40, (the cost was agreed last year for 3 years). There was also a request from Norfolk Ramblers for £100, (this was also agreed previously). During this meeting it was agreed to pay Norfolk Ramblers an additional £50.

All the above agreed, (Prop: LK; Sec: JA) all in agreement.

- b. Bank balances to 14<sup>th</sup> June 2019  
Community Account £31,902.27  
Business Premium £ 6,313.14
- c. Update on budget – Cllr Rowntree, the RFO, reported that the budget totals had not been updated. **Action Clerk** to amend these in the cashbook.  
There is general problems with cheque signatories. There are three cheques that had to be written by the Clerk's personal cheques, due to the short timescales of these. This was agreed by the Chairman, and RFO and clearly noted on the above summary. The Clerk to be reimbursed for these, as stated above.  
The Clerk reported that since paying the Internal Auditor, he has died, cheque has not been cashed at present. The Clerk will keep an eye on this.

## 8. Updates from village committees & groups

- a. Village Hall Management Trustees: Not an awful lot to report. Village Hall bookings are increasing. The return of the film nights, there will be a preview night, where you can decide which films to watch.  
It was noted that there is a problem with the echo in the meetings. **Action Cllr Ansell** to report this back to the Village Hall Trustees.
- b. GREEN project: A successor is still needed. **Action JRO** to write a brief description of the details of the job and an article for the Tidings. **Action Clerk** to advertise the vacancy on the noticeboard and website.  
There is an issue with Ragwort in the field, volunteers are needed to help clear this.
- c. Let's Play Project: Currently working on the final specification. VL reported on the progress to date. The working party has proposed to go with Action Play and Leisure and stated their reasons for this. The scheme will cost £51,275, however they have asked for a final quote. It was agreed to go with their proposals (Prop: IA; Sec LK) all in agreement.  
Fencing will need to be added to the project cost. **Action Cllr Ansell** to provide a list of fencing contractors.  
Cllr Ansell thanked the project working group for all their help. **Action Cllr Ansell** to start looking into the grants with Cllr Keep.  
There was a discussion regarding how much the Council was prepared to contribute. It was noted that the CiL monies that have been received will be spent towards this project.

## 9. Planning applications and other planning matters

- a. South Norfolk District Council. –  
2019/1182 Cherry Cottage, 10 Station Road, Replacement of existing garage with new garage. Recommend Approval (Prop: IA; Sec: LR) all in agreement.
- b. Broads Authority – None
- c. Update on previous applications: None

## 10. Correspondence

- a. To note correspondence sent and received

**Date of next parish meeting:** Wednesday 11<sup>th</sup> September 2019, 7.30pm

There being no further business the meeting closed at 8.50pm

Signed: (Chairman) 11<sup>th</sup> September 2019