

GELDESTON PARISH COUNCIL

Meeting of the Parish Council Held on Wednesday 11th September, Village Hall GELDESTON 7.30PM



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

1. Chairman's Welcome:

- a. To receive apologies for absence. – Apologies received for Cllr Ashfield. It was noted that Cllr Dawnay 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. 7 members.

2. Minutes of last meeting:

- a. To approve minutes of the meeting held on 10th July 2019. The minutes are proposed as being an accurate record (Prop: LK; Sec: LR), all in agreement.

3. 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. Hopefully there will be a grant scheme available.
- b. To receive an update regarding the request for a map of dog bins in the parish and agree any action. Carried over, a map to be put outside the hall, small .pdf in the Tidings and on the website. A member of the public requested, a rough sketch on a map would be sufficient.
- c. To receive an update regarding the grant forms for the Let's Play project and agree any action - Carried over. It was noted that WREN grants are no longer available.
- 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. **Action Clerk** to chase, otherwise Cllr Ansell will chase.
- e. To receive an update on the additional location on Station Road for the Speed Watch – The additional location would be by the entrance to Locks Inn. A member of the public may be interested in helping with the volunteers.
- f. Clerk to notify the building developers regarding the state of Kells Way – The road is swept on a regular basis. At the moment they don't feel that there is much wrong with the state of the road. However, they are keeping an eye on this and will repair if and when needed.

- g. Clerk to provide an update on the new website, review the email received and agree any action – It was agreed that we would go with The Wix website. The Council proposed to go with the ‘paid-for’ version and remove all the adverts and a custom domain name. There will be a one off fixed charge of £180, this may be reduced with an ‘anticipated’ subscriber cost. This will involve 4 hours of 1:1 training. **Action Clerk** to organise this. (Prop: LK; Sec: JC) all in agreement.
- h. Clerk to provide an update on the SAM2 machine, the schedule, Memorandum of Understanding, Insurance and Training – Delivery and training are still outstanding. **Action Clerk** to chase these up. The Memorandum of Understanding and the schedule of dates at the back were agreed and signed. (Prop: JC; Sec: LK) all in agreement.
- i. Cllr Keep to provide an update on the Old Rectory dangerous entrance and agree any action – Cllr Keep has written to MF and is awaiting a reply.
- j. Clerk to provide an update on the Highways Rangers visit, spokesperson and agree any action – Cllr Crowfoot has confirmed that he is willing to be the point of contact.
- k. To receive an update on the return of the street library and agree any action – Cllr Rowntree updated the council: She has researched the Street Library, it is a facility where you can exchange reading books. It was proposed to have shelves in one corner of the bus shelter. The Parish Council will start this up, and give it a try. Start small, there will be a need to control this. (Prop: LR; Sec: IA) all agreed. **Action Clerk** to find out about the Public Liability. Review at the next meeting.
- l. Clerk to provide an update on the Council’s Indemnity Insurance – done.
- m. To receive an update on the VAT training course attended by Cllr Rowntree and the Clerk – Reported that it was good training.
- n. To receive an update on this year’s parish partnership and agree any action – there appears to be nothing this year that we need.
- o. To receive an update on the vacancy to head up the Green project – no update, no job description or any information.
- p. Cllr Ansell to provide a list of fencing contractors for the Let’s Play Project – ongoing. We need a quote for the funding applications.

4. Chairman’s report: none reported

5. New issues

- a. Reports from the County Councillors:
Apologies from Cllr Brown.
Cllr Bernard discussed statistics relating to the Norfolk Strategic Planning Framework. The wild flowers on the roundabouts appear to be a success.
- b. **The meeting will be adjourned for public participation (maximum 10 minutes) for items to be discussed on the Agenda only.**
Why isn’t the footpath on the boundary to Yarmouth Road been cut for about 3 years? The

Council does not know who owns the land, Cllr Ashfield may know who the owner is. **Action Cllr Ashfield** to see if he knows the owners.

Kells Walk footpath going through the estate is still blocked. **Action Clerk** to email the developers and ask why this is. Cllr Crowfoot has communicated with the Chief Conservation Officer.

Green Project – fence lowered, pushed down. The fence will need to be repaired. The field is yet to be completely cut. **Action Council** to have a look at the fence and repair/review fencing.

Cllr M Stone arrived at 8.05pm and provided a report: With regards to the Parish Partnership, you are allowed to apply for an additional SAM2 machine, if you needed one. Regarding the incident in Yarmouth Road, she is waiting in the Safety Incident Report from the Police then a decision can be made. Cllr Stone left at 8.15pm.

Dog bin issue: There appears to be a need to have an additional dog bin in the Church area. **Action Clerk** to source the costs for the bin and the emptying.

- c. To discuss the incidents regarding Old Yarmouth Road and agree any action - There was a discussion on the difficulty seeing when coming out of the junction Stockton Road into Yarmouth Road. **Action Cllr Ansell** to speak to the owners and request permission for a mirror to be installed opposite, to help. Many years there have been issues! Near fatal accidents too, in the past, speeding cars. Geldeston Parish Council should make a strong representation to highways. Parish Council should lean on Highways to improve banks and reduce speed to 30mph. **Action Cllrs Ansell and Crowfoot** to compose a letter and send to Clerk to send on.
- d. To discuss the request for a donation to the Tidings and agree any action – Editor of the Tidings relies on advertising for pay for the publication. Regular contributions would keep the magazine going. 10 issues a year. Cllr Ansell suggested £100, (Prop: IA; Sec: LR) 3 in agreement and 1 abstained.
Tidings editor will ask the other Parish Councils and the village hall for donations too.
- e. To discuss the role of Responsible Financial Officer and agree any action – Cllr Rowtree was volunteered to be the RFO when Cllr Ashe left the Council. She is concerned that she lacks the skills, and would like to stand down. The Clerk reported that NALC view is that if a member of the Council is the RFO there is a conflict of interest and no accountability. Cllr Ansell suggested that based on this, it would be appropriate for the Clerk to become the RFO too, as she is qualified. (Prop: IA; Sec: LK) all in agreement.
- f. To discuss the option to request a litter pick grant and agree any action – On looking at this the expiry date was 30/8/19.
- g. To discuss the report of the tree leaning across a private property from Stone Pit and agree any action – This is Parish Council property. We need to obtain 3 quotes. **Action Cllr Ansell** to obtain quotes. Circulate through email and decide on which to approve. Ceiling limit will be £250 + VAT. (Prop: IA; Sec: LR) all in agreement.

- h. To discuss the concerns regarding the grass cutting and agree any action – Cllr Crowfoot concerns are that when cutting the grass, they cut too close. Could they use clippers instead of a strimmer. **Action Clerk** to write Clinks Farm.
- i. To discuss the play inspection and agree any action – noted that it will be inspected in September.
- j. Issues from Councillors – none.
- k. Clerk's report – next year's meeting schedule, do we want the Annual Parish meeting the same day as the Annual Meeting of the Parish Council, this was agreed. I have a request from an ex-Clerk, I will have to write a generic reference, is everyone happy with this being done? Agreed.

6. Finance:

- a. To approve invoices for payment

14/07/2019	HMRC	Tax and NI	DD	43.00
28/07/2019	Clerk	July Salary	SO	188.95
14/08/2019	HMRC	Tax and NI	DD	43.00
28/08/2019	Clerk	August Salary	SO	188.95

Additional payments VAT training for Cllr Rowntree £45 to NALC and Clinks Care Farm £426.42

All the above agreed, (Prop: IA; Sec: JC) all in agreement.

- b. Bank balances to 14th August 2019
Community Account £30,798.03
Business Premium £ 6,313.14
- c. Once we have online access to the bank account, we will transfer the CiL money saved to the Business Premium account and get some interest.

7. Updates from village committees & groups

- a. Village Hall Management Trustees: Chair not here. They are looking into getting acoustic sound on the ceiling and replace the overhead projector.
Donation money was discussed from the County Councillor. Cllr Bernard mentioned that he could apply for some of the £10,000 locality budget.
- b. GREEN project: No knowledge of whether there is a replacement for JRO. There was some volunteering to pull up the ragwort. Not all the grass has been cut yet.
- c. Let's Play Project: Currently working on the final specification. VL reported on the progress to date. The project is looking like it is going to cost in the region of £55,000 plus the fencing. The CiL money received so far, £18,331.54

8. Planning applications and other planning matters

- a. South Norfolk District Council. –
None

- b. Broads Authority – None
- c. Update on previous applications: None

9. Correspondence

- a. To note correspondence sent and received

Date of next parish meeting: Wednesday 13th November 2019, 7.30pm

10. **To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted:** To discuss and review the Clerks Job Evaluation Sheet and agree any action – There was a discussion and a decision made.

There being no further business the meeting closed at 9.30pm

Signed: (Chairman) 13th November 2019