

MINUTES OF SOUTH WALSHAM PARISH COUNCIL MEETING

Held at the Village Hall on: **Monday 1st April following the Annual Parish Meeting**

Present: Cllrs Peter Crook, Darren Debbage, John Debbage, Malcolm Dennis, Roger Jones, Rod Russell (chair), Malcolm Steward

Clerk: Mrs Sarah Hunt 5 members of the public were also present.

1. ATTENDANCE

All present.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 18th March 2018 were agreed as a true and correct record and signed by the Chairman.

4. PUBLIC FORUM

Speeding in the village was discussed. The Speedwatch have clocked cars in excess of 40mph by the school and by the church in the village.

The Speedwatch volunteers are going out and reporting their results to the local police, drivers will then receive a warning letter.

More volunteers are needed – interested parties to contact Paul Randall.

Speeding to go onto next agenda.

CLERK

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 SAM Camera Data. Next meeting. Cllr D Debbage

CLERK

6. PLANNING

BA/2018/0413/FUL – Broad Lodge, 8 Fleet Lane, NR13 6ED. Replace quay heading, 35 metres on South Walsham Broad and 25 metres in private dyke. Infill a shallow dyke. APPROVED SUBJECT TO CONDITIONS.

7. ADMINISTRATIVE MATTERS

7.1 Grave Maintenance – Mr & Mrs Hewitt. It was AGREED for the local florist to deliver for £18.95 on each occasion twice a year.

CLERK

7.2 Confirmed that Councillors are aware that all decisions on behalf of Council are made at meetings – any items to be put on agenda notified to Clerk.

ALL

7.3 To authorise Chairman to sign Institute of Cemetery Management Corporate Membership application form - £90.00/year. Next meeting.

CLERK

7.4 Councillors to request a ream of paper from the clerk if required.

ALL

7.5 Standing Orders were AGREED as presented.

7.6 Code of Conduct was AGREED as presented.

7.7 Financial Regulations were AGREED as presented.

8. FINANCIAL MATTERS

8.1 The draft annual bank reconciliation was received by the meeting – this will be updated when bank statements are available.

57/2018

- 8.2 Bank account provision – next meeting. Clerk to bring recommendations for three accounts – current, savings, delayed access. **CLERK**
- 8.3 To confirm agreement of Norwich Electrical invoice for light bollard replacement. Next meeting. Clerk to request further information. **CLERK**
- 8.4 The donation request from Norfolk Accident Rescue Service was AGREED. £25.00. **CLERK**
- 8.5 Payments were AGREED as detailed.
- 8.6 Asset Register – to be carried forwards to May meeting. Clerk/CLr Steward.
- 8.7 To consider administration of Churchyard/Cemetery. Next meeting. Chair still to meet with involved parties. **CHAIR/CLERK**

9. PLAYGROUND

- 9.1 Equipment – Rubber mulch around the Orbit Merry Go Round to be replaced free of charge. Playground Inspection to be scheduled once work completed.
- 9.2 Asset Register. Now completed – to be included with May asset register. **CLr STEWARD**

10. SLIPWAY

- 10.1 It was confirmed that Slipway lock and keys are on order.
- 10.2 Number system to go from 100.
- 10.3 Letter to be sent to keyholders – draft to Councillors. **CLERK**
- 10.4 To agree review of key-holders agreement/lease agreement. Next meeting. **CLERK**

11. PARISH FOOTPATHS.

- 12.1 Registration of three rights of way - update. CLr Steward to issue copy of maps to clerk. Clerk to seek guidance from Norfolk Co Co. **CLLR STEWARD/CLERK**

12. TREES AT REAR OF VILLAGE GREEN.

Clerk confirmed that the Tree Surgeon has been asked to undertake an inspection of the trees at the front of the green and to notify any charge that would be incurred for same. No response to date. Next meeting. **CLERK**

13. PONDS.

- 14.1 Pilson Green Pond. It was AGREED to replacement of the belt and rope and erect a Deep Water Sign. **CLLR STEWARD**

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

To review current bank account provision.

Next Meeting: Monday 13th May 7.30pm Annual Parish Council Meeting

The Chairman moved that in accordance with the provision of Schedule 12a of the Local Government Act 1972, Section 5 of the Local Authorities (Meetings and Access to Information) Regulations that the public and press be excluded during consideration of the following items due to their confidential nature.

15. APPOINTMENT OF THE PARISH CLERK.

It was AGREED to offer the post to the Parish Clerk to the role following the completion of the Probation Period.

58/2018

South Walsham Parish Council, Weavers Edge, Chequers St, East Ruston, NR12 9JT
Clerk: Mrs Sarah Hunt Telephone: 01692 580859 Email: southwclerk@outlook.com

PAYMENT SHEDULE SOUTH WALSHAM PARISH COUNCIL MEETING 1st April 2019

Chq no	Payee	Net	VAT	Total
001948	Norwich Electrical – bollard/repair replace	345.00	69.00	414.00
001951	ICCM (Institute of Cemetery Management)	90.00		90.00
001952	S hunt Expenses – Lock and keys	468.55	93.71	562.26
001953	South Walsham Village Hall – 2019 bookings	127.50		127.50
001954	Village Newsletter – approved July 2018	100.00		100.00
001955	Sarah Hunt – March 2019	507.95		507.95
001956	Community Heartbeat Trust	252.00	50.40	302.40
001957	Norfolk Pension Fund	147.81		147.81
001958	Viking Direct	213.80	42.76	256.56
001959	NARS	25.00		25.00
	TOTAL	2252.61	255.87	2508.48

Payments in BOLD NOT APPROVED. Next meeting.

CLERK

The meeting closed at 8.32pm