

Grimston Parish Council
Minutes of the Annual Meeting on Monday 8 May 2017
Grimston Village Hall

Present: Cllr Israel (Chairman), De Whalley, Coleman, Rudd, Smith, O'Brien, Moore, Johnson Coe, Packer and Willis

In Attendance: Cllr S Eyres (C.Cllr) Cllr S Fraser(B.Cllr), Mrs P Sewell (Clerk) and 15 members of the public

17.047 TO APPOINT CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman called for nominations for Parish Council Chairman

- **Cllr Willis proposed: Council appoint Cllr Israel as Chairman - Resolved**

Cllr Israel accepted with thanks and signed the Declaration of Acceptance of Office.

17.048 TO APPOINT VICE-CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman called for nominations for Parish Council Vice-Chairman

- **Cllr Coleman proposed: Council appoint Cllr de Whalley as Vice-Chairman - Resolved**

Cllr de Whalley accepted with thanks and signed the Declaration of Acceptance of Office.

17.049 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

None

17.050 APPOINTMENTS TO:

Planning Committee

- **Cllr Coe proposed: Council re-appoint the current 8 members (incl 2 Reserves) - Resolved**

Charity - Village Hall Committee

- **Cllr Coe proposed: Council reappoint Cllr Israel to the Village Hall Committee - Resolved**

Charity - Hudson Fen Leisure Ltd

- **Cllr Coleman proposed: Council appoint Cllr Willis to HFLL Committee– Resolved**

17.051 TO RECEIVE DECLARATIONS OF INTEREST

Cllr de Whalley stated his intention to offer the Council IT advice free of charge, however he declared a personal interest in case the issue of purchasing computer equipment arose.

17.052 TO RECEIVE AND ACCEPT THE MINUTES OF 3 APRIL 2017 AS A TRUE RECORD

- **Cllr Smith proposed: Council accept the minutes of 3 April meeting - Resolved**

17.053 TO REPORT ON MATTERS ARISING FROM PREVIOUS MINUTES

Transparency Code: The Chairman reported that the Council had secured the grant available to Councils having to comply with the Transparency Code. The Clerk had now ordered the printer/scanner.

Triangle Green: The Clerk confirmed that she had not yet had insurance details from Mr Skerry and was instructed by Council to contact Mr Skerry again. Cllr de Whalley asked that the Clerk obtain a quote from CGM for consideration at the next meeting.

17.054 TO RECEIVE CORRESPONDENCE

The key points of Correspondence were as follows:

Parish Boundary briefing on 22 June: Cllr Moore and Cllr Coleman would like to attend.

Sports AGM meeting on 24 May: Cllr Packer said she would try to attend, details would also be sent to Mr Hurr, Holly Meadows FC.

Consulting your Community in Engaging ways: The Clerk said that she would like to attend.

Norfolk Family Mediation request for funding: Clerk to copy letter to Cllrs for consideration.

17.055 FINANCE

The Council noted May 2017 payments due:

Payments				
		Gross	VAT	Cheque No.
P Sewell	Salary (April)	440.72	0.00	101772
P Sewell	Broadband/Phone (April)	20.00	0.00	101773
P Sewell	Postage	18.45	0.00	"
P Sewell	Printer Ink	82.98	13.83	"
P Sewell	Travel	35.01	0.00	"
L Richardson	Bus Shelter	30.00	0.00	101774
Norfolk Parish Training	Training (Finance)	40.00	0.00	101775
Hodson Office Supplies	Office General	59.99	10.00	101776
Norfolk ALC	Subscriptions	332.62	0.00	101777
Community Action Norfolk	Subscriptions	20.00	0.00	101778
Pearce & Kemp	Street Lights (April)	85.20	14.20	101779
EON	Street Lights (April)	97.18	4.63	DD
Total		1262.15	42.66	
Income				
KL&WN Borough Council	Precept	20,000		BACs
Santander	Interest	2.27		BACs
Transparency Fund Grant	Website	1265.53		BACs
Total		21,268		

- **Cllr Coleman proposed: Council to approve May 2017 payments as listed - Resolved**

Resolution to suspend business to receive Parishioners' Questions

Mrs Rudd expressed her thanks for the letter to the Planning Inspectorate which had supported her planning appeal.

The street light outside 22 Gayton Road was not working.

The Council was asked about progress on the dog bin at Sibelco Woods. The Clerk said that Sibelco had not given permission. The parishioner said she was willing to help fund a bin if the Council could find a suitable location.

17.056 CHAIRMAN'S REPORT

The Chairman commended Cllr Fraser on the organisation of the meeting with Sir Henry Bellingham MP and Police Commissioner, he hoped all those who took advantage of the event had found it useful.

17.057 PLANNING MATTERS

Planning Applications:

17/00716: 72-76 Lynn Road - Variation of conditions (16/00612/F)

- **Cllr Coleman proposed: Council to support changes to condition 2, but to make no observations on variation 8 - Resolved**

17/00290/0: 52 Lynn Road – Amended plan from 3 to 1 dwelling

- **Cllr Willis proposed: Council to support 17/00290/0 - Resolved**

17.058 LOCAL PLAN REVIEW: CALL FOR SITES UPDATE

The Council noted that the Borough Council had published on their website the sites submitted by landowners for consideration for development. It was important to state that being on the list did not imply any permissions have been granted as the Planning Officers had only now started to review the sites and would report on their findings in the Autumn.

THE NEIGHBOURHOOD PLAN REPORT:

Cllr de Whalley referred to his report given at the Annual Parish Meeting and reminded all that the date of the next meeting was 22 May at 7.30pm.

17.059 ANNUAL AUDIT 2016-2017 REPORT

The Clerk circulated a breakdown of the accounts. The Clerk reported that Mr Smith had agreed to carry out the internal audit as he has done in previous years. The Audit form would be circulated to Councillors for completion at the June meeting.

- **Cllr Moore proposed: Council appoint Mr Smith to carry out Audit at the cost of £80.00 – Resolved**

17.060 JUBILEE CLOCK TOWER: AGREEMENT OF MAINTENANCE CONTRACT

The Chairman referred Councillors to the contract details for the annual service which had been emailed. The Contractors currently maintain the Downham Market Clock.

- **Cllr Packer proposed: The Council accept the contract from Smith Derby Ltd for £149.00 - Resolved**

Cllr Packer reported that some pointing was required and Cllr Johnson reported that the plaque needed re-varnishing.

17.061 COUNCILLOR TRAINING: AGREEMENT OF DATE AND COST

The Chairman reported that an in-house training session for Councillors could be arranged at a cost of £200.00 for the morning 10.00am – 1.00pm. Any spare places could be offered to neighbouring parish councillors.

- **Cllr de Whalley proposed: Council to arrange in house training at a cost of £200.00 - Resolved**

17.062 COUNCILLORS' REPORTS

Cllr Smith commented on an increased amount of fly posting for events which were not removed after the event.

Cllr de Whalley reported that it looked like there had been some fly tipping in Cliffe-en-Howe Road.

Cllr Moore asked when would the Council look at the new Standing Orders, the Clerk responded that it would be at the June Meeting.

17.063 DATE, TIME OF NEXT MEETING AND ITEMS FOR FUTURE AGENDA

The next meeting would be Monday 5 June at 7.30pm