

Grimston Parish Council
Minutes of the Meeting on Monday 5 June 2017
Grimston Village Hall

Present: Cllrs Israel (Chairman), De Whalley, Coleman, Rudd, Smith, Moore, Johnson, Coe, Packer and Willis

In Attendance: Cllr S Fraser(B.Cllr),Mrs P Sewell (Clerk) and 14 members of the public

17.064 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr P O'Brien was not present. County Cllr Eyre sent his apologies.

17.065 TO RECEIVE DECLARATIONS OF INTEREST

Cllr S Willis declared a personal interest on the item to consider funding photograph frames for the Village Hall as she was a member of the Village Hall Committee. Cllr Willis did not vote.

Cllr S Willis declared a personal interest in the item to consider the request for a grant to cover the insurance premium for Hudson Fen Leisure Ltd as she was a member of the Committee. Cllr Willis did not vote.

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

17.066 TO RECEIVE AND ACCEPT THE MINUTES OF 8 MAY 2017 AS A TRUE RECORD

- **Cllr Coleman proposed: Council accept the minutes of 8 May meeting - *Resolved***

17.067 TO REPORT ON MATTERS ARISING FROM PREVIOUS MINUTES

Dog Bin: The Clerk reported that a parishioner had offered to pay for the dog bin previously agreed by the Council Sibelco had declined to provide one in Pott Row Wood itself.

- **Cllr Coleman proposed: The Council accept the offer and approve the proposed location - *Resolved***

Training Course: The Chairman suggested that the date for Training should be the morning of Friday 14 July. The Clerk would send out an email to confirm times and attendance.

Bus Stop seat: The Clerk read out the quote from Mr Ess.

- **Cllr de Whalley proposed: Council accept the quote from Mr Ess of £240.00 to install the base and seat at the bus stop - *Resolved***

Clock Tower: The Clerk read out the quote from Mr Ess for repairs to the Clock Tower. Cllr Packer explained that the repairs were more extensive than first thought.

- **Cllr Rudd proposed: Council accept the quote from Mr Ess of £300.00 to make repairs to the Clock Tower – *Resolved***

- **War Memorial:** Cllr De Whalley asked about the additional name for the war memorial. The Clerk said the item would be on the next meeting's Agenda.

17.068 TO RECEIVE CORRESPONDENCE

The Council noted correspondence, key points were as follows:

Training: The Clerk expressed an interest to attend "Consulting your community" course

- **Cllr Coleman proposed: Clerk to attend "Consulting your community" course at a cost of £60.00 - *Resolved***

Borough Ward Boundary Review: Cllr Moore and Cllr Coleman would attend the briefing.

Green Points Community Chest: The Clerk had circulated details and would pass the

information onto the Village Link.

Leziate Drove: The Clerk reported that the complaint had first been about the trod being overgrown, but it had since developed into a complaint about the surface and length of the trod. The Highways Officer had been to inspect the trod and the verge had now been cut. The Chairman said that he would monitor.

17.069 FINANCE

The Council noted June 2017 payments due:

Payments			
		Gross	VAT
P Sewell	Salary (May)	460.72	0.00
P Sewell	Broadband/Phone (May)	20.00	0.00
P Sewell	Postage	15.16	0.00
P Sewell	Office Equipment (Printer)	147.00	24.50
KL&WN Borough Council	Dog Bins	567.84	94.64
KL&WN Borough Council	Dog Bins	31.20	5.20
CGM April	Grass cutting (Church)	155.71	25.95
CGM May	Grass cutting (Church)	233.57	38.93
CGM April	Grass cutting (Greens)	126.24	21.04
CGM May	Grass cutting (Greens)	189.36	31.56
Pearce & Kemp	Street Lights (May)	85.20	14.20
Pearce & Kemp	Street Lights (June)	85.20	14.20
EON	Street Lights (May)	97.18	4.63
Total		2214.38	274.85
Income			
HMRC	VAT (2016-20172)	531	
Total		531	

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

The Council considered the annual insurance premium of £925.62. Came & Company had negotiated an option for a 3 years contract at a reduced fee of £46.00 per year saving a minimum of £138 over the three years.

- **Cllr Moore proposed: Council to agree a 3 year contract for Insurance cover with Inspire/AXA at a cost of £879.34 per annum- Resolved**
Hudson Fen Leisure Ltd (Charity)

The Council noted the annual request to cover HFL annual insurance premium. The Clerk confirmed that funds had been allocated in the budget.

- **Cllr Packer proposed: Council to once again meet the cost of the Hudson Fen Leisure Ltd Insurance premium of £752.36 for the coming year - Resolved**

Photograph Frames

Cllr Willis had asked if the Council would consider a request to purchase frames for photographs for display in the Village Hall. Cllr Willis confirmed that precise costs were not

known at this stage as it depended on how many photos were sourced.

- **Cllr Coe proposed: Council to agree in principle to support the purchase of photograph frames - Resolved**

Norfolk Family Mediation

Councillors noted the general funding request from Norfolk Family Mediation, but considered that the benefit to the parish could not be properly assessed.

Resolution to suspend business to receive Ward Reports and Parishioners' Questions

B.Cllr Fraser was part of the boundary review panel and the panel was looking to reduce the number of councillors by 6-8. The Cllr that she had a report from a resident of possible drug dealing at the Clock Tower, which she had reported to the Police. The Cllr had also dealt with a complaint about the condition of rights of way over ploughed fields, the issue had been raised with landowners and had been resolved. The Cllr said that she would be happy to attend a Planning Committee meeting to look at any inconsistencies in decisions and advise where possible. The Cllr stated that she would be willing to be part of a Speed Watch Team if the Council felt that it would be of benefit.

Parishioners

- A complaint was made about how short the grass had been kept on Triangle Green and the absence of wildflowers, the resident raised concern that the Council had a responsibility to ensure risk was minimised and that appropriate insurances were in place. There was also concern raised that the Council could be seen to be compromised by allowing the grass to be cut for free.

-Cllr Rudd was asked if the land by the river near his property could be walked as the resident had been asked to leave. Cllr Rudd confirmed that it was not a right of way, the area identified was maintained by the IDB. The Clerk would obtain clarification from the IDB.

-A complaint was made about the hedge by the Doctor's Surgery which had made the footpath very narrow.

17.070 CHAIRMAN'S REPORT

The Chairman stated what a great community event Meadowfest had been and said asked that a letter of congratulations be sent to the School.

17.071 PLANNING MATTERS

Planning Committee

Cllr Coleman reported on the Planning Committee recommendation and report of 22 May 2017.

Neighbourhood Plan

Cllr Coleman reported on the latest meeting of the Neighbourhood Plan group and asked the Council to consider and agree the following:

- **Cllr Coleman proposed: Council to support the setting up of the Neighbourhood Plan working party - Resolved**
- **Cllr Coleman proposed: Council to approve the Neighbourhood Plan boundary area - Resolved**
- **Cllr Coleman proposed: Council to approve formal designation of NHP boundary process – Resolved**

The Clerk said that as the largest Council Grimston would take the lead and she would be asking the other Parish Council's to provide formal confirmation of the boundary and

agreement to working together. Cllr Coleman also asked for help to cover the NHP tent at the Tractor Rally. Cllr Willis also mentioned that it would be useful to have a map of the local Rights of Way.

17.072 TO APPROVE AND SIGN OFF ANNUAL AUDIT 2016-2017

The Chairman referred councillors to the copy of the Annual Audit Return 2016 -2017 and supporting statement.

Section 1 – The Councillors considered the Governance requirements set out on Section 1.

- **Cllr Willis proposed: Council to mark yes in each box in Section 1 of the Audit Return - Resolved**

Section 2 – Council noted the figures and the information provided in the supporting statement.

- **Cllr Willis proposed: Council to approve the figures and authorise the Chairman to sign off the breakdown of the accounts - Resolved**

The Return would be sent to the internal auditor to sign off and then onto the External Auditor. The Clerk would post the notice about the inspection of the accounts.

17.073 TO REVIEW AND AGREE NEW PARISH COUNCIL STANDING ORDERS

The Clerk had sent all members a copy of the revised Standing Orders – there was no change to many points as they were standard rules which had not changed. The wording in bold were a legal requirement so they could not be altered

- **Cllr Smith proposed: Council to adopt Standing Orders as drafted – Resolved**

The Clerk confirmed that the Standing Orders would be available on the website. The Clerk would now look at other policy documents as time allowed.

17.074 GRASS CUTTING ON TRIANGLE GREEN

The Council noted that Mr Skerry had acknowledged the Council's letter, but the Clerk confirmed that she could not give the Council a definitive answer on insurance liability. The cost of having CGM cut the grass would increase from current fortnightly cost of cutting the Greens of £52.60 to £65.60. There was further discussion about how Triangle Green and other Greens should be managed in the future.

- **Cllr Johnson proposed: Council to ask CGM to cut the grass as there had been no satisfactory outcome to the insurance issue - Resolved**

17.075 RISK ASSESSMENT

The Chairman referred Councillors to the 2016 Risk Assessment copied to Councillors and suggested that Councillors meet on Saturday 8 July at 10.00am at Pott Row Green. The Clerk would send an email to councillors.

17.076 COUNCILLORS' REPORTS

Cllr Moore reported that access to the dog bin on the corner of Gayton Road/Vong Lane was restricted due to the long grass.

Cllr Packer reported an untidy strip of grass at Philip Rudd Court.

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

The next meeting would be Monday 10 July at 7.30pm.