

Grimston Parish Council
Minutes of the Meeting on Monday 2 October 2017
Grimston Village Hall

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

In Attendance: Cllr S Fraser(B.Cllr), Mrs P Sewell (Clerk) and 8 members of the public

17.111 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr O'Brien was not present.

17.112 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 should the issue of purchasing computer equipment arise.

17.113 TO RECEIVE AND ACCEPT THE MINUTES OF 4 SEPTEMBER 2017 AS A TRUE RECORD

- **Cllr Packer proposed: Council accept the Minutes of 4 September 2017 as a true record**
- Resolved

17.114 TO REPORT ON MATTERS ARISING FROM PREVIOUS MINUTES

Tree Survey: The Clerk had spoken to the Tree Warden Mr Parker, he stated that he could not provide a survey. The Clerk had acquired a list of qualified arboriculturists from the Borough Council and would provide quotes for the November meeting.

Clock Tower Survey: The Clerk confirmed Cllr Rudd's advice that a structural survey would cost a minimum of £500. The Council noted that it had previously commissioned a survey in 2008 and 10 years prior in 1998, and noted that both surveys identified a considerable number of repairs. The Clerk would seek full quotes for survey.

Pott Row Green: Cllr Coleman reported that the Willow tree and Oak tree branches had been trimmed back.

FP18: Cllr Johnson reported that some work had been done, but was not sure if it was the actual tree work which had been agreed by Highways.

Data Protection Course: The Clerk would book on the next course, Council noted that the cost of the course would be shared with Bircham Parish Council.

Laptop: The Clerk confirmed that the laptop had been purchased as instructed and was available for inspection.

17.115.TO RECEIVE CORRESPONDENCE

Council received correspondence as listed:

Councillors suggested that the Clerk publish details of the Oil Club in the Village Link.

The Clerk would refer the request for trees to be replanted along Lynn Road to Highways.

It was confirmed that the problem with the dog bins was due to the fortnightly emptying being affected by the August bank holiday meaning the bins had been left for 3 weeks.

17.116 FINANCE

To approve payments due

- **Cllr Willis proposed: Council to authorise expenditure as listed - Resolved**

Payments		Gross	VAT	Cheque No.
P Sewell	Salary (September)	460.72	0.00	101801
P Sewell	Broadband/Phone (September)	20.00	0.00	101802
P Sewell	Office Equipment (laptop)	653.49	108.91	"
P Sewell	Office Equipment (software)	70.97	11.83	"
P Sewell	Training	22.65	3.77	"
P Sewell	Postage	8.85	0.00	"
Norfolk Parish Training	Training	250.00	0.00	101803
Glasdon	Dog Bin	226.86	37.81	101804
Pearce & Kemp	Street Lights (September)	85.20	14.20	101806
CGM	Grass Cutting (July)	281.95	46.99	101807
CGM	Grass Cutting (August)	281.95	46.99	"
EON	Street Lights (September)	100.42	4.78	DD
Total		2463.06	275.28	
Income				
Santander	Interest (September)	3.24	0.00	BACs
Total		3.24	0.00	

Finance Report - Quarter 1 (April- June 2017)

The Council received and discussed the first quarter report of 2017-18.

Resolution to suspend business to receive reports from Ward Members and Parishioners' Questions

Borough Councillor: Mrs S Fraser

Cllr Fraser reported that the meeting with the planning officer Helen Morris had gone well and urged the Council to attend the Planning Committee meetings to present its case. Cllr Fraser intended to organise another Village Matters event in the new year, if suitable dates were possible. Cllr Fraser said that she had been contacted about concerns over boundary hedges and trees and felt it would be helpful if the Clerk could publish some advice for residents in the Village Link.

Parishioners' Questions

Mr Giles reported that he had carried out some cutting and clearing on FP 18, but advised that the surface was now quite muddy.

17.117 CHAIRMAN'S REPORT

The Chairman reported that the dog bin first suggested last year for Pott Row woods had been licenced and purchased, he thanked Mr and Mrs Beales for their generosity in sponsoring the bin and hoped that the woods will be a nicer place to walk as a result.

17.118 PLANNING MATTERS

To receive the Report and Resolutions of the Planning Committee

Cllr de Whalley presented a verbal Report and Resolutions of the Planning Committee held on 2 October.

To receive an update on The Neighbourhood Plan

Cllr de Whalley reported that a sub-group of the working party had produced a draft

questionnaire, which had been well received by the planning officer. It was hoped that the questionnaire could be delivered in February. The working group had also been sorting out costs to complete grant application for funds.

17.119 HIGHWAY MATTERS

Parish Partnership Scheme: The Chairman reminded members how the Scheme worked. Ideas should be submitted to the Clerk, so that they could be costed and presented at the November Council meeting to meet the December deadline.

17.120 POLICING MATTERS

Cllr Rudd reported that several garages had been broken into in Gayton.

17.121 BOROUGH WARD REVIEW - PROGRESS REPORT

Councillors attended Roydon's Parish Council Meeting to support their assertion that the Parish should remain in the Grimston Ward. B.Cllr Fraser said that the review was about numbers and the equality of representation, the Commission would consider that aspect above other issues. The Clerk reported that The Boundary Commission's draft proposals would be published on 31 October 2017.

17.122 TO APPROVE GRIMSTON PARISH COUNCIL TRAVEL ALLOWANCE SCHEME

The Council considered the draft scheme which was in line with the KL&WN Borough Scheme. The policy and scheme set out how the Council would reimburse councillors travel expenses or out of pocket expenses incurred whilst on approved duties outside the parish.

- **Cllr Willis proposed: Council to approve Scheme as drafted - *Resolved***

17.123 ANNUAL RETURN 2017 – COMPLETION OF AUDIT REPORT

The Council noted that the Annual Return had been signed off by the Auditor. Council also noted that the auditor had advised that with the amount held in funds the Council should set out a reserve policy.

17.124 PARISH COUNCIL PHOTOCOPIER

The Clerk reported that she no longer used the Council's photocopier as she had the new printer. The copier was in working order, although it needed a new toner cartridge.

- **Cllr de Whalley proposed: Clerk advertise the photocopier in the Village Link - *Resolved***

17.125 COUNCILLORS' REPORTS

Cllr Rudd said that as the donated bus shelter stored at his home was not suitable/wanted for local use, he would dispose of it properly. Cllr Packer said that the cost of a skip should be met by the Council.

Cllr Willis reported that her husband and strimmed along FP10.

Cllr Smith said it would be useful if an item could be put in the Village Link that complaints about persistent dog barking should be referred to the Borough Council.

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

The next meeting will be held on Monday 6 November at 7.30pm.

Chairman **Date.....**