

Grimston Parish Council
Minutes of the Meeting on Monday 4 December 2017
Grimston Village Hall

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

In Attendance: Mrs P Sewell (Clerk) and 11 members of the public

17.143 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllrs Johnson and Moore.
 Cllr O'Brien was not present.

17.144 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.

17.145 TO RECEIVE AND ACCEPT THE MINUTES OF 6 NOVEMBER 2017 AS A TRUE RECORD

- Cllr Packer proposed: Council to accept the Minutes of 6 November 2017 as a true record - *Resolved*

17.146 TO REPORT ON MATTERS ARISING FROM PREVIOUS MINUTES

Clock Tower: The Council noted that the Clock would be serviced that week.

Police: The Council noted that incidents could be reported at any Norfolk Police Station. In the case mentioned last month, no private room had been available to take the statement due to limited space whilst the Station was being refurbished. The Police contact details had been updated in the Village Link.

Property Risk Assessment Walk: The Council noted that the ditches on the Greens had been trimmed, a further cut of the Greens had also been done due to the mild weather.

Lynx Bus: The Council noted that the Lynx Bus services had confirmed all of Lynn Road is hail and ride. Lynx had approved a statement to go into the next Village Link.

17.147 TO RECEIVE CORRESPONDENCE

Council received correspondence as listed. Cllr de Whalley reported the meeting listed for the Neighbourhood Plan in December would not now take place.

17.148 FINANCE

To approve payments due

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

Payments		Gross	VAT
P Sewell	Salary (November)	460.72	0.00
P Sewell	Broadband/Phone (Nov)	20.00	0.00
P Sewell	Postage	29.66	0.00
L Richardson	Bus Shelter	60.00	0.00
CGM	Grass Cutting/ Trim Ditch	63.12	10.52
Pearce & Kemp	Street Lights (November)	85.20	14.20
Total		718.70	24.72

Income			
Santander	Interest (November)	3.24	
Total		3.24	

Preparation of the Budget and Precept for 2018-19: The Chairman reminded the Council that it would need to set the precept and agree the budget at the January meeting. In 2017/18 the precept had been kept at a similar level as the previous year. The Council understood the level of expenditure would increase in 2018-2019, although there should be no need to make any real change to the current precept level due to current reserves.

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

County Councillor:

C. Cllr Eyre was not present.

Borough Councillor:

B. Cllr Fraser reported that the West Norfolk Disability Forum had been disbanded due to limited engagement. B. Cllr Fraser had been appointed as the Disabilities Champion for King's Lynn and West Norfolk Borough Council, who with the support of officials, act as the point of contact.

Parishioners' Questions

A parishioner said that he was impressed by the quality of the Lynx Bus service; good condition and clean vehicles, as well as polite and helpful drivers. The parishioner had some suggestions as to route direction and pointed out the very limited Sunday service. Cllr de Whalley said he thought it might be useful to invite Lynx to come to a meeting to talk about how to develop the service. B. Cllr Fraser also mentioned the West Norfolk Community Transport scheme which operated a service sponsored by many parish councils.

17.149 CHAIRMAN'S REPORT

The Chairman thanked Mrs Beale for bringing cake for everyone as well as the regular visitors to Parish Council meetings for their interest and support.

17.150 PLANNING MATTERS

Neighbourhood Plan: Cllr de Whalley reported that the website should be launched soon and work on the survey was progressing. The group would need some assistance with distributing the survey when it was ready.

17.151 HIGHWAY MATTERS

Parish Partnership Scheme: The Clerk reported that Highways had supported the proposal for a trod, but the costs had not yet been provided by Highways. The Clerk would make the submission to the scheme subject to cost.

17.152 GENERAL DATA PROTECTION REGULATIONS 2018 – DUTIES AND RESPONSIBILITIES

The Clerk had attended the training session on the new GDPR due to come into force in May 2018 and had provided a briefing note covering the actions that the Council would need to take to meet the new regulations. First steps are as follows:

- **Cllr de Whalley proposed: Council to register with the Information Commissioner at a cost of £35.00 - Resolved**

- **Cllr de Whalley proposed: Council to appoint the Clerk as Data Protection Officer in due course - *Resolved***
- **Cllr de Whalley proposed: Council to organise a Council training session - *Resolved***
- **Cllr Coleman proposed: Council to amend Council standing orders to reflect the duties of the Council at the appropriate time - *Resolved***

17.153 DRAFT RESERVE POLICY – TO REVIEW AND APPROVE

The Council noted the Clerk’s advice about the requirement for a Reserve policy as had been recommended by the External Auditor. The Council reviewed the draft policy prepared by the Clerk.

- **Cllr de Whalley proposed: Council to approve Reserve Policy as drafted - *Resolved***

17.154 WW1 CENTENARY COMMEMORATION – ARRANGEMENTS

The Council noted that a meeting to discuss ideas and plans for the commemoration of ending of WW1 had been set for Friday 19 January at 7.00pm at the village hall. Posters had been put up around the village and were circulated at the meeting.

17.155 COUNCIL PROPERTY RISK ASSESSMENT - BENCH REFURBISHMENT

The Council noted that during the walk round, the two benches made by Mr Taylor for the village were looking rather shabby. It was determined that they should be refurbished as they were in good order and of historic relevance. The Council discussed the likely cost of having the benches blast cleaned and resprayed.

- **Cllr Rudd proposed: Council to explore the options for refurbishment of the benches - *Resolved***

17.156 COUNCILLORS’ REPORTS

Cllr de Whalley reported the streetlight out on the junction of Little Lane and Chequers Road.

Cllr Willis reported that she had been informed there were moles on Chequers Green.

Cllr Smith reported complaints about parking in Chapel Road.

Cllr Coleman said he had been asked if a resident could re-plant some trees in the village.

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

The dates for the Council meetings in 2018 had been circulated to Councillors, the next meeting would be on Monday 8 January at 7.30pm.

Chairman Signed

Dated.....