

Grimston Parish Council
Minutes of the Meeting on Monday 5 March 2018
Grimston Village Hall

Present: Cllrs Israel (Chairman), de Whalley, Coleman, Moore, Willis, Smith and Coe
In Attendance: Mrs P Sewell (Clerk) and 10 members of the public

18.013 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr Packer, Cllr Rudd and Cllr Johnson. Cllr Coleman would be late.
 Cllr O Brien was not present

18.014 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.

18.015 TO RECEIVE AND ACCEPT THE MINUTES OF 8 JANUARY 2018 AS A TRUE RECORD

- **Cllr Willis proposed: Council to accept the Minutes of 8 January 2018 as a true record-
*Resolved***

18.016 TO REPORT ON MATTERS ARISING FROM PREVIOUS MINUTES

Footpath 18: The Council noted that work should start mid to late March subject to the weather. The work was to be funded in total through Cllr Eyre's local budget. The Chairman thanked Cllr Eyre for his support.

Trees: The Clerk confirmed that work had been due to start last week, but the weather had put it behind schedule.

Bus Schedule: The Clerk confirmed that an invitation had been issued to Lynx Buses to attend the Annual Parish Meeting of Electors. The proposals submitted to the January meeting for a Sunday service had also been sent to Lynx. The Council also noted that Norfolk County Council had voted to retain the Bus Subsidies for 2018-19.

18.017 TO RECEIVE CORRESPONDENCE

Council received the correspondence as listed.

The Clerk reported receipt of an additional letter from residents regarding the Leziate Drove trod and the lack of bus services in Leziate Drove.

The Chairman thanked Cllr and Mr Johnson for their drive round to check on the street lights.

18.018 FINANCE

18.018.1 To approve payments due

- **Cllr de Whalley proposed: Council to authorise payments as listed – *Resolved***

Payments		Gross	VAT	Cheque No.
P Sewell	Salary (January/February)	921.44	0.00	101830
P Sewell	Broadband/Phone (Jan/Feb/Mar)	60.00	0.00	101831
P Sewell	Postage	10.78	0.00	"
P Sewell	Office supplies (Hodson Office)	47.39	7.92	"
Office Depot	Office/Ink	49.04	8.17	101832
Pearce & Kemp	Street Lights (Jan)	85.20	14.20	101833

Village Art Group	Grants S.137	100.00	0.00	101834
Information Commissioner	Administration (Registration)	35.00	0.00	101835
Norfolk ALC	Administration (Spring Seminar)	66.00	11.00	101836
KL&WN BC	Dog Bin Clearance	673.20	112.20	101837
BT	Telephone Box Project	1.00	0.00	101838
EON	Street Lights (January)	97.18	4.63	DD
EON	Street Lights (February)	100.42	4.78	DD
Total		2246.65	162.90	
Income				
Santander	Interest (January)	9.71	0.00	BACs
Santander	Interest (February)	9.72	0.00	BACs
HMRC	VAT Reclaim	1,072.36	0.00	BACs
Total		1,091.79		

18.018.2 Holly Meadows FC grant update

The Council noted that it had pledged to give Holly Meadows FC a grant towards the installation of Flood Lights. The Club had planning permission, but the equipment would not now be installed until the Summer.

- **Cllr Willis proposed: Council to set aside the grant amount in Reserves and pay out when work was programmed - Resolved**

18.018.3 To approve General and Earmarked Reserves

The Council noted the expected closing balance, operational responsibilities and possible longer-term requirements. The Council discussed the Clerk's recommendations.

- **Cllr de Whalley proposed: Council to set General and Earmarked Reserves as outlined - Resolved**

General Reserve		
Operational	£15,000	Approx. 75% of precept
Earmarked Reserves		
Grant to Holly Meadow FC	1000	To be paid 2018/19
Street Light replacement programme	5000	Project for 2020
By-Election Costs	1000	Insurance against event
War Memorial	2000	Asset Preservation
Clock Tower	5000	Asset Preservation
Community Building Grant	10,000	Project Costs
Total	£39,000	

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

Borough Councillor: Mrs S Fraser

Cllr Fraser reported that the Borough Council had produced a comprehensive policy for the management of Borough Council trees. Cllr Fraser reported on the sifting process for planning application responses, and the new White Paper on Housing which would put limitations on the powers of the planning committee.

Cllr Fraser, as promised, had taken up the issue of the foul sewage problems raised at the last meeting and hoped there would be a meeting with Christopher Haydon of Anglian Water to discuss a more permanent solution.

The Village Views Matters event would take place on Saturday 17 March between 10-12noon at the Three Horseshoes. Cllr Willis said that residents had raised concern that there had been no one for the Parish Council at the previous event, however Cllr Israel said that he had attended. Cllr Willis said that she was happy to attend as the Parish Council Representative.

Parishioners' Questions

None

18.019 CHAIRMAN'S REPORT

Nothing to report.

18.020 PLANNING MATTERS

Cllr Coleman reported on the briefing by the Borough Council. Parish Councils' objections to planning applications would go to a sifting committee removing the automatic right for applications with Parish Council objections to go before the Borough Planning Committee. There would be a trial period for 12 months.

- **Cllr de Whalley proposed: Council should write to the Borough Council to record its concern - *Resolved***

The draft Local Plan would issue for consultation in the Autumn. There was also new guidance for the Street Naming process. Neighbourhood Plans were also talked about, with the Borough Council being pushed to enable more communities to produce plans. Cllr Coleman commented that the new White Paper would give more powers to developers.

18.021 HIGHWAY MATTERS

The Clerk reported that Rangers should be in the village in April, several reports had been forwarded to them.

18.022 WW1 CENTENARY – TO RECEIVE “GRIMSTON REMEMBERS” REPORTS AND approve proposals

The Council noted that there had been two meetings about the Grimston Remembers project. The Chairman asked councillors to review the suggestions as the Parish Council would contribute to the cost of the project's plans

- **Cllr Moore proposed: Council to support proposals as set out in the meeting reports - *Resolved***

The Clerk briefed the Council on the implications of the grade II listing of the war memorial and reported that she had submitted a planning application for the additional name to the Borough Council.

18.023 BT TELEPHONE BOX – TO SIGN ADOPTION CONTRACT

The Council noted that it had been agreed last year to adopt the phone box and install a defibrillator. The Clerk confirmed that power would be retained, but there would need to be a separate discussion with BT about the retention of the phone line. The Clerk hoped to organise a demonstration of the defib unit, when time allowed.

- **Cllr Coe proposed: Council to authorise the contract of adoption to be signed - *Resolved***

18.024 GENERAL DATA PROTECTION REGULATIONS – PROGRESS REPORT

The Council noted that the Government might consider the possibility of extra funding packages for parish councils as well as exclusion from some of the regulations. The Parish Council was now registered with the Information Commissioner. NALC had produced a toolkit to help councils to meet the requirements.

18.025 DOG BINS – TO APPROVE WEEKLY COLLECTION CONTRACT WITH KL&WN BC

The Council noted that the Borough Council would only offer a fortnightly contract due to weight loads. The impact of this would double the cost of dog bin clearance to £1232.50 at £1.45 per empty. The Clerk suggested that where the Council had doubled up on the bins, one could be removed to produce a cost saving around £145.00, with no decrease in service level. Cllr Willis said that she would monitor the use of the double dog bins and would report back.

- **Cllr Coleman proposed: Council accept the new weekly contract – *Resolved***

18.026 PARISH MAINTENANCE OFFICER – TO CONSIDER ROLE AND APPOINTMENT

The Council discussed Cllr Willis’ suggestion to employ a maintenance officer. Councillors considered that there would not be sufficient or regular work to employ someone on a permanent basis. The Council discussed the current procedures for the emptying of the litter bins.

- **Cllr de Whalley proposed: The Council carry out a review of bins and emptying process - *Resolved***

18.027 POTT ROW GREEN – MANAGEMENT

The Council was reminded that during the inspection of the Green last year, it had been suggested that the grass at Pott Row should be cut more frequently as it was used as a play area. The Clerk reported that due to the warm weather the grass had also needed several extra cuts into November.

- **Cllr Moore proposed: Council to keep the number of cuts at 15 over the season, but to monitor and arrange for extra cuts if necessary - *Resolved***

18.028 COUNCILLORS’ REPORTS

Cllr Smith reported that dune buggies had been misusing the recreation ground and the access gate was now being kept locked.

Cllr de Whalley reported that the fence on Hudson Fen would be repaired.

Cllr Coleman asked for an update on the tree cutting

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

The next meeting would take place on Monday 9 April at 7.30pm. Cllr Smith submitted his apologies for the next meeting.

Chairman Signed

Dated.....