

**Grimston Parish Council**  
**Minutes of the Meeting on Monday 14 May 2018**  
**Grimston Village Hall**

**Present:** Cllrs Israel (Chairman), de Whalley, Rudd, Coleman, Packer, Willis, Smith, Coe and Johnson (after co-option)

**In Attendance:** Mrs P Sewell (Clerk), B.Cllr Fraser and 11 members of the public

**18.045 TO APPOINT CHAIRMAN AND TO SIGN THE DECLARATION OF ACCEPTANCE**

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

Cllr Israel signed the Declaration of Acceptance.

**18.046 TO APPOINT VICE-CHAIRMAN**

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

**18.047 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Cllr Moore. Cllr O Brian was not present.

**18.048 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.

**18.049 TO RECEIVE AND ACCEPT THE MINUTES OF 9 APRIL 2018 AS A TRUE RECORD**

- **Cllr Willis proposed: Council to accept the Minutes of 9 April 2018 as a true record - *Resolved***

**18.050 TO REPORT ON MATTERS ARISING FROM PREVIOUS MINUTES**

**BT Phone Box:** The Council noted that the adoption of the Telephone box had been completed.

**Litter Bins:** The Clerk reported that the only real option open to the Council was to install litter bins approved by the Borough Council, who would then empty them on a weekly or fortnightly basis. The Clerk would identify suitable styles and costs.

**Grant:** The Council noted that the first WW1 grant application had been submitted, the second would be done after the meeting the Grimston Remembers meeting next Friday.

**Daffodil Planting:** The Council noted that Cllr Packer had suggested another daffodil planting day. Cllr Packer volunteered to coordinate the planting, a date would follow in due course.

**18.051 TO RECEIVE CORRESPONDENCE**

Correspondence was accepted as listed.

**18.052 PARISH COUNCIL VACANCY – CO-OPTION**

The Chairman stated that as no election had been requested it was the responsibility of the Council to fill the vacancy by co-option. The Chairman invited Mr Johnson to speak to the meeting.

- **Cllr de Whalley proposed: Council to co-opt Mr John Johnson onto the Council - *Resolved***

## 18.053 FINANCE

### 18.053.01 To approve payments due

- Cllr Rudd proposed: Council approve payments as listed - *Resolved*

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Payments		Gross	VAT	Cheque No.
P Sewell	Salary (May)	460.72	0.00	101842
P Sewell	Broadband/Phone (May)	20.00	0.00	101843
P Sewell	Postage	23.88	0.00	" "
Mole Control & Pest Services	Open Space	72.00	12.00	101844
Norfolk ALC	Subscriptions	215.65	0.00	101845
CGM	Grass Cutting	281.95	46.99	101846
Came & Company	Insurance	896.93	0.00	101847
Pearce & Kemp	Street Lights (April)	85.20	14.20	101848
Holly Meadows YFC	Donation	1000.00	0.00	101849
EON	Street Lights (May)	106.91	5.09	DD
<b>Total</b>		<b>3163.24</b>	<b>78.28</b>	
Receipts				
KL&WN Borough Council	Precept	20000.00		BACs
Santander	Interest (May)	9.67		BACs
<b>Total</b>		<b>20009.67</b>		

### 18.053.02 End of Year Reports 2017- 2018

The Chairman referred Council to the Clerk's financial report

- Cllr Willis proposed: Council to approve the End of Year financial report - *Resolved*

### 18.053.03 AGAR 2018

The Clerk said that the AGAR replaced the Annual Return. Smaller Councils could declare an exemption from the External Audit, if receipts and payments were less than £25,000.

- Cllr Willis proposed: Council to opt for exemption from the External Audit - *Resolved*

## 18.054 APPOINTMENTS TO COMMITTEES

The Chairman referred members to the annual requirement to appoint representatives to committees.

**18.054.01 Planning Committee:** Cllr Israel, Cllr de Whalley, Cllr Coleman, Cllr Rudd, Cllr Willis and Cllr Johnson. The reserves would be Cllr Packer and Cllr Smith.

**18.054.02 Village Hall Committee:** Cllr Israel agreed to remain as the Council's representative.

**18.054.03 Hudson Fen Leisure Ltd:** Cllr Willis agreed to remain as the Council's representative.

## 18.055 PLANNING MATTERS

### 18.055.01 Planning Committee Report and Resolutions

The Clerk reported that the Planning Committee met on 1 May and supported the following plans: **18/00647/F:** 83 Church Close, Grimston and **18/00711/F:** 83 Leziat Drive, Pott Row

**18.055.02 Neighbourhood Plan Group**

Cllr de Whalley reported that the group had met with Consultants Small Fish on 1 May, the group’s website was now live and the application for grant funding had been submitted.

**18.056 RIGHTS OF WAY**

**18.056.01 To agree work priorities for Gaywood Valley Conservation volunteers**

The Council noted that the Volunteers had set aside Monday 4th of June. The Council would need to give them instructions as to which right of ways to tackle first. Cllr Rudd said that he would meet with Cllr de Whalley. The Clerk asked that John Hayes be included in any discussion as he would be coordinate the Volunteers and equipment.

**18.056.02 To discuss the protection of the verges and layby Congham RB11**

Cllr Packer raised this issue on behalf of a parishioner. The complaint was that the Grass verge was being worn away and the layby had got larger and larger. The Clerk had circulated a map of the area. The Right of Way was registered under Congham Parish, the layby was Grimston but was privately owned. The Council accepted that as it was private property it could not sanction kerbstones or posts.

**18.057 GENERAL DATA PROTECTION REGULATIONS 2018: COMPLIANCE**

The Council noted that Parliament had accepted an amendment that Parish Council’s did not have to appoint a DPO, however all other requirements of the regulations would apply. The Council and Clerk would be both Data Controller and Processor.

**18.058 COUNCILLORS’ REPORTS**

**Cllr Johnson** asked about progress with improvements to Footpath 18. The Clerk stated that it was Highway’s intention to start the work in May.

**Cllr Johnson** asked about the complaint raised about the footpath in Lynn Road. The Clerk confirmed that Highways had agreed to do the work.

**Cllr Rudd** asked about the drain outside No3 Congham Road that he had asked the Rangers to clear. The Clerk said that the Rangers had already been, but she would check what action they had taken.

**Cllr Coleman** asked if the ivy on the Churchyard wall had been done yet.

**Cllr Smith** issued a warning about Rogue Traders offering to do work on the doorstep. One elderly resident had been caught out.

**Cllr de Whalley** said that heavy vehicles had left potholes in the verge at the top end of Chequers Road, he would report to Highways.

**18.059 DATE, TIME OF NEXT MEETING AND ITEMS FOR FUTURE AGENDA**

The next meeting will be held on Monday 4 June at 7.30pm

**Chairman Signed .....**

**Dated.....**