

SWANTON ABBOT PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF SWANTON ABBOT HELD ON 9th. MAY 2017 IN THE VILLAGE HALL, SWANTON ABBOT at 7.30p.m.

PRESENT. Cllrs. C. Belsham, M. Vaughan, S. Underwood, S. Taylor and C. Haden, the Clerk, G. Kimmerling, NNDC Cllr. G. Williams and 11 members of the public.

The first item on the agenda was taken before members of the public were invited to speak.

Mrs. Traverso thanked everyone who had supported her cake sale last Saturday which had made £220.95.

Mr. Traverso raised two issues. He believed that most Councillors had been in favour of the development including a new Village Hall and Affordable Housing and was concerned with the decision that was taken to turn this down. He asked if the decision was made because of the negative response from the survey or if the Parish Council did not approve of the scheme as proposed.

NNDC Cllr. Williams said there had been too many issues unresolved.

Mr. Traverso said the developer has now produced a report on a drainage scheme which could alleviate drainage problems in other areas of the village and asked why this had not been taken forward.

Cllr. Belsham said she had been gathering feedback and information and the Parish Council would be discussing this and taking a decision on, if and when, to meet with the developer.

Cllr. Haden said the survey had been to collect information and if some of the issues raised had been addressed, the Parish Council was duty bound to look into this and then keep the public informed.

NNDC Cllr. Williams suggested the Parish Council needed a business meeting with the developer to discuss all the issues raised.

Mr. Gilbey said he had had a meeting with the developer. He had been unaware of the drainage report and felt that, as Chairman of the Village Hall Committee, he should have been informed as the Village Hall is integral to the development. He felt the Parish Council needed to be better at keeping people informed.

Dr. Day said a new village plan was needed before anything else.

Mr. Traverso asked for assurance that the Parish Council would have a meeting with the developer and NNDC Cllr. Williams said the Parish Council had to act in the best interests of the community.

Cllr. Belsham said the Parish Council was going to discuss this in a closed meeting tonight and would decide on the meeting then.

17.20	<p>APPOINTMENT OF CHAIRMAN FOR THE ENSUING YEAR Cllr. Vaughan took the Chair and thanked Cllr. Belsham for her work as Chair during the preceding year. Cllr. Belsham was nominated by Cllr. Underwood & seconded by Cllr. Taylor. There were no other nominations & Cllr. Belsham accepted the position. Cllr. Belsham signed the Acceptance of Office form and took the Chair. Cllr. Belsham invited members of the public to speak.(see above)</p>	Action
17.21	<p>a) <u>APOLOGIES FOR ABSENCE</u> Apologies received from Cllr. Howlett – at work, Cllr. Gee – had to leave as travelling, and Mr. Butler.</p> <p>b) <u>DECLARATION OF INTEREST IN ITEMS ON THE AGENDA</u> <u>None.</u></p>	Page 142

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17.22	<p><u>TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING HELD ON MARCH 14th. 2017.</u></p> <p>Resolution. Proposed by Cllr. Haden & agreed by the Parish Council to accept the Minutes of the Parish Council meeting held on March 14th. 2017 as a true record. The Minutes were then signed.</p>													
17.23	<p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a) Doggie Bins. Cllr. Taylor had been asked to monitor this. She said there were no problems at the moment.</p> <p>b) The 30m.p.h. sign has been replaced in Aylsham Road.</p> <p>c) The Poplars. The Clerk had received a letter from Lorne Green – Police and Crime Commissioner for Norfolk which she read out. The young man who had been causing problems has been banned from Swanton Abbot. The case remains active and residents are asked to report any further problems. NNDC Cllr. Williams said there is an injunction banning the man from the village. He said it had taken a long while to resolve the problems but it had taken time to gather the necessary evidence.</p>													
17.24	<p><u>APPOINTMENT OF VICE-CHAIRMAN FOR THE ENSUING YEAR</u></p> <p>Cllr. Haden was nominated by Cllr. Taylor & Cllr. Vaughan was nominated by Cllr. Belsham . Both were willing to stand.</p> <p>A vote was taken and Cllr. Vaughan was voted in by 2 to 1.</p> <p>Cllr. Vaughan accepted the Vice-Chair position and signed The Declaration of Acceptance form.</p>													
17.25	<p><u>APPOINTMENT OF REPRESENTATIVES ON VARIOUS BODIES.</u></p> <p>Rights of Way & Bridleways – Cllr. Taylor Planning Issues & Highways issues – Cllr. Vaughan Village Hall Representative & Broadband & Mobile Phones – Cllr. Gee. Website, IT, & Facebook and Village Plan Co-ordinator– Cllr. Haden Play Park – Cllr. Underwood & Cllr. Howlett.</p> <p>Cllr. Belsham said that the grant for the SAM2 machine had been approved and that someone needed to be in charge of this. It was agreed that the Clerk should go ahead and order the machine and get the sites agreed.</p>	Clerk												
17.26	<p><u>FINANCES</u></p> <p>A. <u>To consider and resolve whether to approve outstanding invoices for Payment.</u></p> <p>The Clerk had provided an up-to-date summary of the finances which had been e-mailed to everyone . She explained that the grant money for a new laptop and training for the website had been received.</p> <p>North Norfolk Community Transport was used by one person in Swanton Abbot and it was agreed to give a donation of £50</p> <p>The internal auditor had taken 2 hours to inspect the accounts. Proposed by Cllr. Haden & agreed by the Parish Council to give £50 for this.</p> <p>Resolution. Proposed by Cllr. Belsham & agreed by the Parish Council to pay the following invoices. Cheques dated 09/05/17 and signed by Cllrs. Belsham & Vaughan.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Chq. No. 100864 to G Kimmerling - salary</td> <td style="text-align: right;">for £190.27</td> </tr> <tr> <td>Chq. No. 100865 to G Kimmerling – Clerk's expenses</td> <td style="text-align: right;">for £ 10.05</td> </tr> <tr> <td>Chq. No. 100866 to S A Village Hall – hire of hall</td> <td style="text-align: right;">for £ 15.00</td> </tr> <tr> <td>Chq. No. 100867 to URM (UK) Ltd for emptying bottle bank</td> <td style="text-align: right;">for £ 10.80</td> </tr> <tr> <td>Chq. No. 100868 to M Saberton – internal audit</td> <td style="text-align: right;">for £ 50.00</td> </tr> <tr> <td>Chq. No. 100870 to North Norfolk Community Transport- s137</td> <td style="text-align: right;">for £ 50.00</td> </tr> </table> <p>The Clerk explained that there was only 40p due for her tax this time so it was deferred until the next meeting.</p>	Chq. No. 100864 to G Kimmerling - salary	for £190.27	Chq. No. 100865 to G Kimmerling – Clerk's expenses	for £ 10.05	Chq. No. 100866 to S A Village Hall – hire of hall	for £ 15.00	Chq. No. 100867 to URM (UK) Ltd for emptying bottle bank	for £ 10.80	Chq. No. 100868 to M Saberton – internal audit	for £ 50.00	Chq. No. 100870 to North Norfolk Community Transport- s137	for £ 50.00	Page143
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	<p>B. <u>TO APPROVE THE END OF YEAR ACCOUNTS.</u> The Clerk had prepared the End of Year Accounts and these had been examined and agreed by the Internal Auditor and seen by the Parish Council. Resolution proposed by Cllr. Belsham and agreed by the Parish Council to approve the End of Year accounts. These were signed by the Chairman and The Clerk.</p> <p>C. <u>TO APPROVE THE ANNUAL GOVERNANCE STATEMENT.</u> The Annual Governance Statement for 2016/17 was read out to the Parish Council by the Clerk. Resolution. Proposed by Cllr. Belsham and agreed by the Parish Council to approve the Annual Governance Statement for 2016/17 & this was signed by the Chairman and the Clerk. The Clerk explained that the accounts would be available for examination by members of the public from June 19th to July 28th. and this would be advertised</p> <p>D. <u>TO APPROVE THE INSURANCE COVER FOR 2017/18</u> Came and Company had been asked to look at 3 insurers for the Parish Council. They came back with the best result which was Hiscox for £478.94. The quote from Zurich was for £450.46. Zurich was also able to cover Mr. Matt Willer for cutting the fire break next to his house. A risk assessment will need to be made. Resolution. Proposed by Cllr. Vaughan and agreed by the Parish Council to appoint Zurich as the insurers for 2017.18. Chq. No. 100869 payable to Zurich Municipal for insurance for £450.46 was dated 09/05/2017 & signed by Cllrs. Belsham & Vaughan.</p>	
17.27	<p><u>PLANNING</u></p> <p>A. <u>To consider any Planning applications received.</u> PF/17/0395 Footpath Cottage, Aylsham Road Erection of single storey rear extension. This had been viewed before the meeting and there was no objection.</p> <p>B. <u>To notify of any Planning decisions by NNDC</u> PF/17/0083 Hall Farm House, Black Horse Road, Skeyton Change of use of land from agricultural to enable siting of two shepherd's huts for holiday accommodation: associated works.</p> <p>C) <u>To consider other planning issues.</u> Concern was raised about building work on replacement stables at Mill House, The Hill. Cllr. Taylor said these are just replacing what was there but the roof is higher as it now has an apex roof. NNDC Planning has been to inspect the site. 4 meters high is allowed under permitted development. The Clerk will check with the Planning authority.</p>	Clerk
17.28	<p><u>ON-GOING ISSUES To report on and resolve, where possible, on-going Issues in the community.</u></p> <p>A) <u>To decide who should carry out the Play Park inspection.</u> The Parish Council was unhappy with the last inspection as problems were not reported. Came and Co. had looked into people offering Play Park inspections and were able to quote £65.00. +VAT. Last year it had been £90. Resolution. Proposed by Cllr. Vaughan and agreed by the Parish Council to accept the Came & Co. quote. Cllr. Vaughan said that the pump house in the village is being upgraded. There will be new pumps and a larger holding tank. There is a large pot hole in Cross Road – the Clerk to check.</p>	Clerk Clerk Page 144

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	<p>Cllr. Timewell had arrived at the meeting. He was congratulated on winning the recent County Council election. He apologised for being late and explained that there would be no County Council business to report until after the General Election next month. He was asked if there was any news on the boundary fence in The Hill. This was in the hands of Highways and he would speak to them again. Cllr. Taylor said the boundary fence in Millers Lane has now been moved closer to the road.</p> <p>The meeting closed at 8.40p.m.</p> <p>The Chair asked the Councillors to stay behind to consider a meeting with the developer and to choose a date.</p>	<p>Page 145</p>