

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT
7:30 pm ON TUESDAY 3rd MARCH 2020 AT SPIXWORTH VILLAGE HALL ROOM**

89

PRESENT

COUNCILLORS: Mr P Rowe (Chairman)
Mr V. Barrell (Vice Chairman)
Mr S Vincent
Mr K Harkin-Perry

CLERK: Mrs C. Lake– Parish Clerk

There were 3 members of public in attendance.

Reports and Parishioner's Question Time

A member of the public attended the meeting to ask the following questions:

1. Concern was raised about North Walsham Road junction from Crostwick Lane what was being done about it. Councillor Roper responded that the original plan was to install a roundabout at this location, but it was turned down by NCC for cost reasons. Rackheath Lane was closed off instead. Several residents have requested to set up a petition to have traffic lights installed at the junction with the support of Councillor Roper.
2. A question raised regarding expenditure of CIL money. Councillor Rowe responded with a brief outline on what this money is used for, with an input from Councillor S Vincent.
3. A question was raised regarding the state of the tennis court located on the village hall playing field grounds. Councillor Rowe responded and explained that this matter needs to be discussed at a trustee meeting as the court does not belong to the parish council.
4. A question was raised regarding why the allotments were still not ready. Councillor Rowe responded and explained that the developer still owns the allotments and the Trustee of the village hall are waiting for a legal document from Broadland District Council. The allotments must be in a satisfactory state before the Trust will take them on. Currently they are overgrown with weeds which the developer is refusing to cut back.

Councillor D Roper reported the following:

Norfolk County Council: NCC budget information was provided at last months meeting, the council are trying to get a bit more commercial. There was also a review of funding for bus services

Broadland District Council: BDC held their budget meeting, council tax increase of 3.61%. From April 2020 District Councillors will be allocated a grant of £500 to spend towards projects in their community area.

Councillor Roper left the meeting.

AGENDA

1. TO ACCEPT APOLOGIES FOR ABSENCE

Councillor K Vincent. & Councillor M Knight

2. DECLARATIONS OF INTEREST

Nothing to report.

3. CO-OPTION OF PARISH COUNCILLORS

No applications were received.

4. MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting held on the 4th February 2020 were agreed and signed off by the Chairman as a true record.

5. MATTERS ARISING (NOT COVERED BY AGENDA)

Nothing to report

6. FINANCE

6.1 Balances were noted. The following cheques and payments were authorised for payment in accordance with the budget as per tabled schedule 3rd March 2020. proposed by Councillor P Rowe.

6.2 Bank Reconciliation as of 25th February 2020 was noted and signed by the Chairman. Payments were approved by full council.

6.3 Due to the council no longer being a member of NALC it means there is no admin access to a parish council website. The council discussed options of having a new website built. The clerk presented the council with further quotes received from several web design companies and produced a table to show cost comparisons. Steve Jackman an independent web designer came out as the most cost effective the council agreed the quote to build the parish councils new website.

6.4 To note that the locum clerk Anne Barnes last salary amount will be paid on the 29th February 2020.

6.5 The council agreed to the internal audit quote to carry out 2019/20 parish council audit.

Approved payments for February 2020

Expenses February 2020

17.02.2020	EON	Streetlighting Electricity-February 2020	DD	1116.68
18.02.2020	BT	Office Telephone/Broadband	DD	153.30
21.02.2020	British Gas	V Hall Electricity Bill (2.1.20-1.2.20)	DD	714.00
21.02.2020	C Lake	February Salary	BACS	1165.02
25.02.2020	OPUS Energy	Office Electric	DD	52.24
24.02.2020	Microsoft Office	365 Annual Package	DD	79.99

TOTAL £3281.23

Income February 2020

14.02.2020	Broadland District Council	Neighbourhood Plan Grant Refund	1,500.00
21.02.2020	Barclays Savings Account	Transfer to Current Account (top up)	10,000.00

TOTAL £11,500

OUTSTANDING PAYMENTS- to be agreed at 3.3.20 Parish Council Meeting

4.03.2020	Norfolk Web Support	Installation of new computer	60.00
4.03.2020	Cozens	Streetlight Maintenance-Jan 2020	450.00
4.03.2020	1&1	Web Hosting	9.59
28.02.2020	C Chaney	February Salary	262.80
4.03.2020	Cozens	Col 251 Replacement	2,154.00
4.03.2020	NPTS	Councillor Training Course-P Rowe	48.00
4.03.2020	Mayday	2-month ink charges	69.77
4.03.2020	A Barnes	February Salary	22.76
4.03.2020	HMRC	Tax Payment	288.30
4.03.2020	Norfolk Pension Fund	February Contribution	388.74
31.03.2020	C Chaney	March Salary	330

.....
Chairman 5th May 2020
April Meeting Cancelled

23.03.2020	C Lake	March Salary	1,200
------------	--------	--------------	-------

TOTAL £5283.96

7. PLANNING MATTERS

The following Planning Applications were discussed by the Council:

(1) **Ref: 20200209**

Location: 36 Crostwick Lane, Spixworth, NR10 3PD

Description: Demolition of existing conservatory and erection of flat roofed single storey rear extension. Conversion of existing flat roof on principle elevation to pitched gable roof

No comments received.

8. CORRESPONDENCE

1. Email- Update on TPO order Rosa Close
2. Email-PCC Police Budget Proposals
3. Email-Police Newsletter
4. Email-Update on Amenity Land

9. AMENITY MATTERS

9.1 The council discussed the removal of padlocks from the gates leading onto Greg's Meadow due to a few requests received from parishioners wanting a set of keys to have access through the main gate for disability reasons. The council decided to keep the gates locked for safety reasons. The council have requested that the clerk set up a deposit system so that going forward there will be a cost to have spare keys cut.

9.2 The council discussed where we are with the legal transfer of the amenity land located on Crostwick Lane. The parish council's solicitor has advised that the land needs to be valued before it can be transferred to the ownership of the parish council, Hopkins Homes can provide this valuation for them for land registry purposes. The parish council and their solicitors have requested a copy of the section 38 agreement from Hopkins Homes which relates to soakaways on the land. Hopkins Homes are asking the parish to be party to this agreement but have not

provided the parish council with a copy. Hopkins Homes also need to provide a map detailing where utilities and soakaways are located.

9.3 Councillor Rowe had a walk round Spixworth to note the location and amount of dog and litter bins that there is currently. It was reported back that a litter bin is needed at the Artherton Road bus stop and maybe a couple more dog bins towards the end of Quaker Lane and on the NDR route into Old Catton.

9.4 It was noted that a new photocell has been fitted to the light columns on Greg's Meadow for the lights to turn on when required.

10. HIGHWAY MATTERS

10.1 The clerk provided copies of the latest SAM 2 data.

10.2 The council agreed to accept Garden Guardian grass cutting quote for 2020/21 as it was the cheapest option. Due to the subsidy amount that Norfolk County Council Pay the parish council to cut highway grass the number of cuts needed to be reduced it was agreed that Garden Guardian would reduce their cuts to 11 per year for Highway areas.

12. NEIGHBOURHOOD PLAN

12.1 Councillor S Vincent reported that examination for the neighbourhood plan starts on 2nd March 2020. The examiner will carry out an unescorted visit around the village to make notes. A draft report will be produced with possible further questions to be answered.

12. TO AGREE THE DATE OF THE NEXT MEETING

The date of the next Parish Council Meeting is Tuesday 7th April 2020, Spixworth Village Hall, in room 89

13. ITEMS FOR NEXT AGENDA

There being no further business the Chairman closed the meeting at 9.15pm