

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT
8:00pm ON TUESDAY 3rd April 2018 AT SPIXWORTH VILLAGE HALL ROOM 84**

PRESENT

COUNCILLORS: Mr P Lumb (Vice Chairman)
Mr V. Barrell
Mr S. Vincent
Mr K Harkin-Perry
Mrs K Vincent
Mrs D Holdroyd

CLERK: Mrs C Lake- Parish Clerk

Mr D Roper, County Councillor

Reports and Parishioner's Question Time

1. Councillor Roper provided feedback from Norfolk County Council and Broadland District Council Meetings.

-Norfolk County Council:

Charges were introduced on 1 April 2018 for all DIY type construction and demolition waste.

-Broadland District Council

AGENDA

1. APOLOGIES

Apologies were received from Councillors –S Holland, S Rudling and D Self

2. DECLARATIONS OF INTEREST

Councillor S. Vincent: as a District Council ward member for Plumstead and Broadland.

Councillor K. Vincent: as a County Councillor for Old Catton and District Council ward member for Old Catton and Sprowston West

3. TO DISCUSS THE CO-OPTION OF TWO PARISH COUNCILLORS

Three in total.

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Chairman 1st May 2018

One vacancy notice has been displayed on notice boards.

No applications received for other two vacancies, Parish Council will now proceed to co-option to fill these

4. MINUTES OF PREVIOUS MEETING.

The Minutes of the previous meeting held on the 6th March 2018 were agreed by the Council and signed by the Chairman as a true record. The following adjustments were made:

Reports and Parishioner's Question Time

-NDR cycle path is scheduled to be fixed

-Collaboration project with Broadland District Council and South Norfolk Council.

Item 2 Declarations of Interest.

-K Vincent County Councillor for Old Catton and District Councillor

5. MATTERS ARISING

There were no matters arising.

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 April 2018.

6.2 Discussed and noted that K Harkin-Perry would be added as a new signatory for the Bank Account.

6.3 The Bank Reconciliation up to 31st March 2018

Approved payments for March 2018

NAME	DESCRIPTION	TOTAL COST £
PETTY CASH	CASH TOP UP	25.00 CHQ
OPUS ENERGY	OFFICE ELECTRICITY	42.82 DD
NORFOLK PENSION FUND	PENSION-FEB 2018	329.83 BACS
NORFOLK PENSION FUND	PENSION-MAR 2018	329.83 BACS
QTRLY HMRC PAYE & NIC	TAX PAYMENT PERIOD 12	281.07 BACS
LOCUM CLERK, CLERK & GROUNDSMAN	MARCH SALARIES	1465.00 BACS/CHQ
TT JONES ELECTRICAL	STREET LIGHT MAINTENANCE FEBRUARY 2018	537.25 BACS
1 & 1	INTERNET	9.59 DD
ABZAG	NEWSLETTER FEES	1,140.00 BACS

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ABZAG	COMMUNITY EVENT FACILITATION	960.00 BACS
ABZAG	COMMUNITY EVENT MATERIAL	840.00 BACS
SCOOPER DOOPER	FEBRUARY 2018	140.83 BACS
SCOOPER DOOPER	MARCH 2018	140.83 BACS
NPTS	COUNCILLOR TRAINING	135.00 BACS
S.V.H.M.C	MEETING ROOM-N.P	15.00 BACS
EON	FEB 2018 STREET LIGHTING	822.66 DD
CLERK	STAMPS 12 X 1 ST	7.80 CASH (PETTY CASH)

March Receipts

NAME	DESCRIPTION	AMOUNT RECEIVED £
BUSINESS/SAVINGS ACCOUNT	BANK TRANSFER TO CURRENT ACCOUNT	10,000
BARCLAYS BANK	BANK INTEREST	25.59

Payments approved by Councillors V Barrell and D Holdroyd

7. PLANNING

The following Planning Applications were discussed by the Council:

20180443 Land East of Buxton Road, Spixworth

Approval of reserved matters (appearance, scale, landscaping and layout)

No Comment

20180472 52 Rosetta Road, Spixworth, NR10 3NW

Two storey Rear extension & porch outside front door

No Comment

20180376 5 Godfrey Road, Spixworth, NR10 3NH

Conservatory to Rear

No Comment

20180412 Beeston Park, Land north of Sprowston & Old Catton

Details for condition 21 of planning permission 20161058-site wide design and sustainability code.

No comment

8. CORRESPONDENCE

8.1 Correspondence List

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Chairman 1st May 2018

1. Email from Norfolk Police-Newsletter up to 28/2/18
2. Email from Norfolk Police-PCC News roundup March 2018
3. Email from Norfolk County Council-NDR Event nominations
4. Email from NALC-Newsletter
5. Email from Broads Authority-Broads Local Plan update.
6. Email from Norfolk County Council-Consultation, Norfolk Access Improvement Plan.
7. Email from Norfolk County Council-NDR update
8. Email from Norfolk Police-intelligence around potential unlicensed music event.
9. Email from Broadland District Council-Planning Enforcement Update
10. Email from Norfolk County Council- Better Broadband for Norfolk Project.
11. Letter from Judith Davies, Church Warden-St Peters Church advising that grant money was spent on churchyard maintenance.

9.1 HIGHWAYS AND AMENITIES

9.1 Councillors discussed the parking issue on a piece of grassed land located on Orchard Road. Broadland District Council has confirmed that the Parish Council own this grassed area. Clerk to schedule in a site visit for Councillors to look at and decide what needs doing to resolve issue.

9.2 Clerk circulated revised allotment plan to all councillors. A hard copy of the plan was shown at the meeting. Councillors agreed that it looks ok, no further comment was made. Awaiting for final sign of documents from Clerks Wells.

9.3 The Parish Council received two invoices from TT Jones Streetlighting to replace 8 lamp columns. The Parish Council only instructed TT Jones to Straighten and re concrete one post and replace another. A meeting was held on the 19th March 2018 with TT Jones and the Parish Council to discuss the outstanding invoices. It was agreed by the Councillors that the Parish Council only pay for the streetlight columns that were instructed for repair.

9.4 The Parish Council Street lighting contract with TT Jones finished on the 31st March. Clerk went out to tender for 3 contractor quotes. Quotes were received from Cozens and TT Jones. Clerk read out Cozens contract requirements and cost. Council proposed and agreed to accept Cozens quote for a 3 year period.

9.5 It was reported to the clerk that there has been a parking issue on Park road with a vehicle continually parking on the grass verge and churning it up. Clerk to add to site visit schedule for Councillors to have a look.

9.6 Councillor V Barrell erected SAM2 sign on post 615, Buxton Road, East side to monitor traffic speeds. Data circulated to Councillors.

10 NEIGHBOURHOOD PLANS

Councillor S Vincent provided an update on the latest information for Spixworth Neighbourhood Plan.

Vision and objective has been agreed, steering group met last week looking at data sets and policy writing. The next Steering Group will be held on 9th May 2018. The Parish Council website now has a Neighbourhood Plan page with all the latest news content and a timeline showing what has been done with the plan to date. There is also a list of all the agenda and Steering Group Minutes.

10.1 Proposal for Community Transport in Spixworth- the Parish Council had received a request from a Parishioner to consider community transport for Spixworth Neighbourhood Plan so people could have transport for doctor/dentist appointments etc. Councillor K Vincent looked into this request and brought to the meeting for views from other Councillors. Further work would be needed to look into requirements of carrying this out including the need for a volunteer driver. Clerk to contact Norfolk County Council Transport Department.

11. COMMITTEES AND WORKING GROUPS

11.1 GDPR Working Group, Clerk to arrange a date with Councillors S Holland and D Holdroyd to take forward a plan of action to make sure the Parish Council are complying with the new Data Protection regulations.

12. TO AGREE THE DATE OF THE NEXT MEETING

The date of the next Parish Council Meeting is Tuesday 1st May 2018 at 7:30pm at Spixworth Village Hall, in room 84

13. ITEMS FOR NEXT AGENDA

There being no further business the Chairman closed the meeting at 9.34pm

Chairman:

Date:

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Chairman 1st May 2018