

SYDERSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting
Held on Thursday 8th August 2019 in Amy Robsart Hall

PRESENT:

- Cllr D Niemann - Chair
- Cllr L Owen (left at 20.47)
- Cllr G Taylor – Vice-chair
- Cllr Chris Morley - Borough Councillor
- Cllr M Askew
- Cllr D Daly
- Cllr M Beauchamp
- Parish Clerk

1. Apologies for Absence –
Cllr P Welland and Cllr Michael Chenery – County Councillor
2. Parishioner’s Time –
Four parishioners were present. A parishioner sent a thank you to the Parish Council for supporting their objection to the planning application for Nursery Lodge Farm.
3. Declarations of Interest – None
4. Minutes of June’s Parish Council Meeting held on 4th July 2019. Minutes of the above meetings have been circulated. **Resolved to approve the Minutes subject to amendment:- Item 18. To include - Cllr Bateman queried at March’s meeting why the new clerk was being paid less than the previous clerk for doing the same job. The previous clerk was paid £229.50 per month in 2018-2019, but the new clerk was paid £200.00 per month for carrying out the same role, tasks and responsibilities. It was agreed to pay backpay for the new clerk from the May 2018 appointment and the Parish Clerks pay to be paid according to the National Joint Council for Local Government Services (NJC) Pay Scales for 2019-2020 which is at Spinal Column Point (SCP) 11.**
5. Planning Matters
 - 5.1 To consider plans at the time of publishing: None
 - 5.2 To consider plans since publications of agenda:
 - 5.2.1 19/00098/F non-material amendment to planning permission: New entrance porch (west elevation) new rooflights and new windows for The Stockyard, Creake Road. Noted at the meeting.
 - 5.2.2 19/00844/F Nursery Lodge Farm – single-storey rear extension – **Application Permitted 25 July 2019 Delegated Decision.** Noted at the meeting.
 - 5.2.3 19/01100/F Former Police House, 6A Creake Road, Syderstone. – Proposed rear extension, with pitched roof and cladding finish – **Application Permitted 1 August 2019 Delegated Decision.** Noted at the meeting.

6. Financial matters;
 - 6.1-4 Financial Matters attached. **Resolved to agree all balances and approve payments.**
 - 6.5 The parish clerk went through the revised budget and highlighted that the revised budget's bottom line was **expenditure £10,959** and **income £11,258.49** leaving a surplus of £299.49 for 2019-2020. A parishioner approached the parish council and requested a one-off donation for Air Ambulance. A £200 donation was proposed by Cllr Askew and seconded by Cllr Taylor and agreed by all Councillors.
7. County Councillor – Cllr Michael Chenery's Report: Apologies received but no report received.
8. Borough Councillor - Cllr Chris Morley's Report: Cllr Morley reported that he had attended his first Borough Council meeting since he was elected at May's Borough Council elections. He explained the Borough Council's Heritage Action Plan for Kings Lynn town centre which included a proposed two screen cinema on the upper floor of the Corn Exchange and the hope that the new cinema together with the regeneration of the area attracts more visitors to the area and reinforces that West Norfolk is a nice place to live. Councillor Askew asked whether Councillor Morley could check where NCC were with the proposed roundabout at the 4 winds junction.
9. On-going items
 - 9.1 Report regarding NCC's Highway walk round with parish councillors was deferred due to time constraints and will be brought to September's meeting.
 - 9.2 Report showing utilities on the village green is still outstanding and the clerk was instructed to contact NCC for the report.
 - 9.3 Work continues on the new Parish Council Website and it is expected to go live in September.
10. Update on proposed benches on Syderstone Common: Norfolk Wildlife Trust have given permission for a bench to be sited on their section of Syderstone Common. Agreement on the location and type of bench will now be sought and funding of around £760 will be 100% funded via FRISC – Fund Raising in Syderstone Community. The Ringer Trust have also been approached for permission to site a bench on their section of Syderstone Common.
11. Update on proposed Village Pond Renovation: The Ringer Trust has been approached and the Parish Council is awaiting the outcome
12. Decision to Adopt Policies and Procedures: Standing Orders: Discussions took place about the preferred method to read and adopt all new policies and procedures and it was agreed that they should be forwarded to **all** Councillors for comments before being adopted and placed on the new website.
13. To receive a report and to consider a new site for a new dog bin at junction of Mill Lane/The Street with financial support from FRISC: The landowner has been approached and it was agreed that the proposed dog bin be sited in front of the iron railings. The clerk was instructed to contact NCC for Highways permission and the Borough Council to arrange for weekly emptying of the bin.
14. To receive a report on the annual inspection of the playground and make a decision on the remedial recommendations required: Cllr Askew took the parish council through the report and highlighted the items that required attention, which were; the swings required repainting, turf surface to be reinstated at erosion areas and the multi-play unit's worn ramp to be replaced. Cllr Askew informed the meeting that mole hills were appearing near the far

field edge and this would need resolving. He also recommended that next year a report be ordered from RoSpa instead of Wicksteed.

15. To make a decision on the proposed date of 20th October 2019 for a second parish litter pick: All agreed on a joint FRISC and Parish Council litter pick with FRISC funding the refreshments. The Parish Clerk was instructed to liaise with the Borough Council.
16. Update on Parish Newsletter: September's newsletter will shortly be forwarded to all Councillors for comments before publication and when printed will be posted out with the Fakenham Sun. The format remains the same.
17. To make a decision to apply for a license to allow carols to be sung around the proposed village Christmas tree: The borough council had been contacted regarding a license and confirmation was given that no license was required due to less than 500 people attending, no lottery or alcohol to be sold. The switching on of the Village Christmas Tree lights will take place on 24th November – time to be confirmed.
18. Decision to sell parish council 4-draw filing cabinet: Decision was made to sell the unit and it will be advertised on the Village Facebook page for the price of £30.
19. Clerks Report
 - 19.1 PC Lee Anderton, Western District Engagement Officer: No update had been received.
 - 19.2 NCC's agreed Option C as the preferred route for the Norwich Western Link The website had been updated, which is www.norfolk.gov.uk/nwl
 - 19.3 The Borough Council's Planning Department have invited the Councillors to attend a Planning Update Session on Wednesday 25th September at 2pm or 6pm.
 - 19.4 Norfolk and Waveney Sustainability and Transformation partnership (STP) has launched the next phase of engagement – crowdsourcing website is <https://ingoodhealth.dialogue-app.com/> and a poster will be displayed in the Parish Noticeboards.
 - 19.5 The Rangers Report outlined: Mill Lane – Potholes filled along section.
 - 19.6 The Parish Council was informed that the village cinema poster keeps being removed. This will be monitored over the next few weeks.
 - 19.7 A company offering potential cost savings on street lighting had contacted the clerk. Instruction given to clerk to contact company and investigate whether savings are viable.
20. Additional Parishioner's Time (15 minutes), if required.

A parishioner thanked the Parish Council for the donation towards the Air Ambulance.
21. To receive items for next Agenda
 - Costings for solar panels for speed signs
 - Costings for benches and dog bin
 - New Ranger Report for grass to be mowed along Mill Lane
20. Date of next parish council meeting: 19th September starting at **7.30 p.m.**

There being no further business the Chair closed the meeting at 9.58pm

SYDERSTONE PARISH COUNCIL

Financial Matters Parish Council Meeting 8th August 2019

6.	Financial Matters		
6.1	Bank balance from June's minutes		£19,393.00
	Add Bank Interest (4 Mar – 2 June)		£ 4.99
		TOTAL	£19,397.99
6.2	Balance as at 28 June 2019		
	Community Account		£11,402.63
	Tracker Account		£10,021.38
	Less unpresented cheques: -		
	101515 T.T.S.R. Limited – 1 of 8 Grounds Maintenance	(£ 253.44)	
	101516 K.Orgill/PC World – Parish Laptop	(£ 573.98)	
	101517 T.T.S.R. Limited – 2 of 8 Grounds Maintenance	(£ 253.44)	
	101518 K. Orgill – Clerks Expenses – Envelopes/mileage	(£ 18.60)	
	101519 G. Taylor – Cllr. Expenses – mileage	(£ 10.00)	
	101520 Came and Company – Years Insurance	(£ 666.56)	
	101521/3 Clerks Salary and Tax (June)	(£ 200.00)	
	101524 Syderstone Parish Church Council (Flower Festival)	(£ 50.00)	
	Bank balances as at 28 June 2019		£19,397.99
6.3	Payments		
	101525 T.T.S.R. Limited – 3 of 8 Grounds Maintenance	£ 253.44	
	101526 NALC – Training Chairmanship	£ 132.00	
	DD E-On Street Lighting (Charges 01/06 – 30/06/19)	£ 52.31	
	101527 Wicksteed Leisure – Annual Playground Inspection	£ 108.00	
	101528 T.T.S.R. Limited – 4 of 8 Grounds Maintenance	£ 253.44	
	101529 Cllr Niemann – Cllrs Expenses - Travel	£ 54.00	
	101530/1 Clerks Salary and Tax (July and revised salary)	£ 756.50	
	101532/3 Clerks Salary and Tax (August)	£ 159.65	
	101534 BCKLWN – Election Recharge Costs	£ 897.50	
		SUB TOTAL	(£2,666.84)
6.4	Bank balances carried forward	TOTAL	£16,731.15
6.5	Revised budget		

