



WOOD NORTON PARISH COUNCIL

MEETING of WOOD NORTON PARISH COUNCIL

WEDNESDAY 3rd July 2019 at the VILLAGE HALL at 7.30pm

Present: Marcus Crowe, Jenny Marchant (Chair), Loraine O'Keefe and Carol Robson (minute-taker)

MINUTES

- 1) Apologies were received from Jean Johnson (due to arrive late) Tim Lidstone-Scott and Charlotte Stannard, Clerk
- 2) Loraine O Keefe was co-opted as Councillor (proposed MC; seconded CR; all in favour)
- 3) Updates from County Councillor, District Councillor & Police. There were no representatives present and no reports were received.
- 4) Public participation - none.
- 5) Declarations of Interest on items on the agenda and consideration of any requests for dispensations - none
- 6) Minutes of the Parish Council Meeting held on 15th May 2019. These were approved and signed. (proposed CR; seconded MC; all in favour). It was noted that the Chair's report had not been appended.
- 7) Matters arising:

Village Sign: this is now painted and ready to be re-erected. Thanks were expressed to Angie Wells for doing this. MC will assist in putting it back and will liaise with AW. TLS has offered to rub down and refurbish the seat when he returns from holiday.

Village notice board: it is not known whether there has been an attempt to stabilise it further, but Mitchell & Rollins have ordered some pin board

which they will fit in one piece to replace the cork tiles which keep falling off. There will be no charge for this.

Anglian Water: a letter has been received - under discussion at item 15

Dog bins: One has been installed at the end of Wings Lane to generally favourable acclaim (according to 'Nextdoor' comments). There has been no invoice for this as yet. Sadly, the bin is being used for litter as well.

Broadband: It is believed that the road closure on Brush Hill at the end of the month (of which the PC has not been officially notified) is for the purpose of installing the second Broadband box.

Appointment to outside bodies: JJ has been informed that it is 'unconstitutional' for different members of the PC to represent the body at VH meetings, as had been suggested at the previous meeting. This is because members of the VH committee are 'trustees'. MC queried this, as he believes that the PC is the body with overarching responsibility for the VH. Action: Clerk to check the status of the PC vis-à-vis the VH.

8) The Code of Conduct was adopted by unanimous consent.

9) To review and adopt the following policies:

- (i) Financial Regulations. This was not adopted on the grounds that it makes statutory the holding of an internal audit, which we have not yet discussed or agreed.
- (ii) GDPR policy. It was agreed that this should be adopted at the next meeting, but there are action points to be addressed before we do.
- (iii) Standing Orders. These were adopted by unanimous consent.

10) Finance

(i) The current financial position as at 29.5.2019

Community Account: £3814.48

Defibrillator account: £2772.00

Village Sign: £1711.02

Business Premium account: £570.12

(ii) The Parish Council was declared exempt from external audit in 2018-19. (Proposed LOK; seconded MC; all in favour)

(iv) The Annual Governance Statement 2018-19 was approved. (Proposed

LOK; seconded CR - all in favour). Recorded as minute reference 10 (iv)

- (v) The Accounting Statement 2018-19 was approved and signed by JM as Chair.
- (vi) To approve the following payments:
- (vii) Defibrillator: £52 for Annual Cost: proposed LOK; seconded CR; all in favour)
- (viii) Payments to the Clerk: Months 1 & 2, £121.19; Expenses [attending course and travel], £104.91; months 3 and 4, £165.24. Proposed MC; seconded CR; all in favour)
- (ix) Payment for dog bin - this is not yet to hand
- (x) Noticeboard refurbishment to Mitchell and Rollins: £357.19. Proposed LOK; seconded MC; all in favour) NB LJ still has access to the bank accounts and has transferred this sum from the Village Sign a/c to the Current account.

11) The following planning applications were discussed:

PF/19/0811 Pendeford House, Foulsham Road, Wood Norton, Dereham, NR20 5BG

Verdict: No comment or objection.

PF/19/0898 The Steel House, Rectory Road, Wood Norton, Dereham, NR20 5BA

Verdict: no comment or objection

12) To consider Internal Audit. This was deferred pending discussion at the next meeting.

13) To consider the correspondence from Anglia Water. They have rejected the request for a supply of mains drainage to the village. The news was disappointing for residents of Cricketers' Close and Blacksmith's Close, but as the letter was sent 'for information only' it was felt that the PC would not be in a strong position to take action, particularly as there has been no representation to It by any other residents. It would be for the interested parties to appeal.

14) Correspondence - there was none to hand.

15) To receive any items for inclusion on the next agenda: village notice board; village sign; dog bin; broadband; GDPR; Financial Regulations; Internal audit.

JJ joined the meeting at 8.30; the meeting closed at 8.35

- 16) To note the date of the next Parish Council meeting - Wednesday 18th September, Wednesday 30th October and Wednesday 11th December 2019 at 7.30pm.