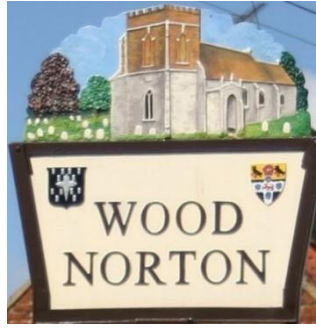




WOOD NORTON PARISH COUNCIL

Minutes of Meeting

Wednesday 15th January at the Village Hall at 7:30pm.

In Attendance: Parish Councillors: Marcus Crowe (Chair) , Jean Johnson (Vice-Chair), Loraine O’Keefe, Tim Lidstone-Scott, John Jennings and Daniel Coe. Clerk: Joanne Francis. Public 4.
District Cllr Mike Hankins.

- 1) Cllr. Crowe welcomed those present.
- 2) Welcome to the new clerk Joanne Francis.
- 3) Apologies were received and accepted from Cllr. Morley.
- 4) Minutes:
 - a) Updated standing orders to be loaded on to website
 - b) The Minutes of the Parish Council meeting held on Wednesday 20th November were approved by council as a true and accurate record and signed by Cllr. Crowe.
- 4) No declarations of interest of items on the agenda.
- 5) Emails received from Mike Hankins & Steffan Aquarone and read out by Cllr Crowe.
- 6) The Chair closed the meeting for public participation. Matters brought to attention: The Salt & Grit box (see point 9), The verge on Rectory Road (see point 9) & funding for the churchyard. The public were asked to leave and the matter of the churchyard grant for maintenance was discussed. Councillor Lidstone Scott declared an Interest. After much deliberation by a unanimous vote it was decided, the initial amount offered would stand. Proposed Cllr O’Keefe, Seconded Cllr Jennings
- 7) Regarding residents demand for answers to the five questions posed. Cllr Crowe is to further discuss this with the council and pen a response.
- 8) Correspondence: Letter from Carol Robson regarding Rectory Road and read out by Cllr Crowe.
- 9) Finance:
 - a) Cllr. Crowe presented the current financial situation as follows:
 - Community Account £2,591.62
 - Business Account £4,665.33
 - Village Sign Account £1,392.16
 - Defibrillator Account £880.11
 - b) To approve payments made:
 - c) Payments for extraordinary village hall hire on 16th & 17th December were agreed for the sum of £15.00. Proposed: Cllr. O’Keefe. Seconded: Cllr Johnson.

- d) Payments approved for previous Clerk for travel expenses & stationary for the sum of £106.70. Proposed: Cllr Coe. Seconded: Cllr Jennings. Cllr Lidstone-Scott confirmed details of previous clerk have been deleted to conform with GDPR.
 - e) Monthly office expenses discussed for new clerk for the sum of £6 per week for reimbursement of heating, electricity etc and to cease travel expense claims. Proposed: Cllr Lidstone-Scott. Seconded: Cllr Johnson.
 - f) Confirmation that the precept requirement information was submitted and accepted by the District on 6th January 2025.
 - g) Ratify the decision to transfer £37.39 VAT repayment from the community account to the defibrillator account. Proposed: Cllr Johnson. Seconded: Cllr O'Keefe.
 - h) Cllr Lidstone-Scott is to transfer £15 from the defibrillator account to the general account that had previously been misappropriated.
 - i) Confirmation the new clerk has enrolled in the February online training courses and these shall be funded by Wood Norton Parish Council.
- 10) Highways Matters:
- a) Letter accepted from resident regarding grit bin and verges.
 - b) Cllr Crowe responded to resident to advise that Norfolk County Highways is responsible for the grit bin and fills it at the beginning of the season and then once more over a 12-month period. A maximum of two fills per year. The verge is the responsibility of the District Council who will cut it once per year but no further maintenance thereafter. Resident was advised that she can cut if wishes.
 - c) Cllr Crowe informed the resident he will soon be cutting the hedge and verge, sympathetically trimming to not disrupt the spring flowering bulbs.
 - d) Foulsham Road - Cllr Crowe met with Chris Purvis (Anglian Water engineer) and the street officer Vince. Anglian Water will be urged to rectify the issue but this will entail a road closure. Dates to be confirmed.
- Rectory Road Pond – After inspection by Chris Purvis it was advised the Grips need clearing, however BT cables are obstructing access. A RAM statement (Risk assessment method statement) is required and a report will be penned to Vince to arrange to get these moved. The state of the road surface was put to the engineer; he agreed it needed attention and it will be placed on the list. However not until 2028 when budget will allow.
- 11) VETS (Village emergency telephone service) & defibrillator – to be discussed at the next meeting.
 - 12) Catfield Parish Council questionnaire - completed by Cllr Crowe in agreement with all attending Cllrs.
 - 13) Sennowe Park Event – Cllr Coe to attend the online public consultation meeting @ 7pm on the 29th of January 2025.
 - 14) Affordable Housing – To be discussed at the next meeting. Clerk to request further details and provide these at next meeting.
 - 15) It was agreed that PAT testing of the Clerks laptop was not required and future discussions to be held regarding replacement.
 - 16) The request for the dog fouling bins on Foulsham Road and near the Church to be moved was agreed. These were at a cost of £240 each. Cllr Crowe has agreed and been given permission to move these himself to save council the costs. He will inform the relevant parties so Serco are aware when coming to empty them.
 - 17) Social media – Cllr Morley not present to discuss.
 - 18) Letter received from Sarah Price re: footpath. Cllr Crowe provided an ordnance survey map to the attending councillors.

- 19) Biodiversity plan – To be discussed at the next meeting.
- 20) Urgent items: Letter from Norfolk ALC - Vote on the preferred legal structure as discussed at the Norfolk ALC AGM on 4th December 2024. and to appoint Roger Taylor to administer Change.
 - a) Unanimous yes to both. Cllr Crowe to respond by 7th March.
- 21) Cllr O'Keefe is to update the action plan and send out.
- 22) Items for inclusion on the next Agenda include: VETS, Defibrillator, Biodiversity plan. Laptop replacement (To research if grants are available).
- 23) To note the date of the next meeting as Wednesday the 19th March at the village hall at 7:30pm.

The meeting closed at 21:28.

Signed:.....

Chair, Marcus Crowe.

Dated:.....