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**ALDBOROUGH and THURGARTON PARISH COUNCIL**

**MEETING 18 JUNE 2018 DRAFT MINUTES**

At the Meeting of the Aldborough and Thurgarton Parish Council held at the Community Centre, Aldborough on Monday 18 June 2018, the following members were present:

Mr PE Elliott (chairman); Mr R Botwright; Mrs R Elliott; Mr A Hicks

In attendance: Mr L Mills (clerk of

the council) and two members of the public

**018/017 APOLOGIES FOR ABSENCE**

Mr D Gallant (no reason given)

**018/018 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Mr Botwright declared an interest in matters regarding the Community Centre

**018/019 MINUTES**

The minutes of the Annual Meeting of the Council held on 14 May 2018, having been circulated to all councillors, were **APPROVED**, and signed as correct by the Chairman

**018/020 MATTERS ARISING**

None

**018/021 DISTRICT AND COUNTY COUNCILLORS' REPORTS**

None

**018/022 ADJOURNMENT OF MEETING**

*The Council was asked to confirm that all comments regarding the possible development by Broadland Housing association (BHA) had been forwarded to BHA. The Chairman confirmed this had been done.*

*The Chairman also related details of his telephone conversation with Mr Mumford-Smith of BHA:*

*They were really pleased with the level of engagement and feedback from the community. BHA would really like to make a project in the village work.*

*They are still looking at the site, but looking at reducing by a couple of properties, to 11 to keep site more open and to include a permissive path around or through the development to improve pedestrian safety on Thwaite Road and the junction,*

*They pointed out that properties are smaller than average in terms of number of bedroom to address need for families with small numbers.*

*Looking to retain more trees, but some may need to come out on south end of site to improve highway safety.*

*If this site does not work out for any reason, they would be interested in exploring other possible sites in Aldborough.*

*Next steps from BHA’s perspective are to engage a consultant to look at site drainage, including possibly managing storm flows that flow down from the church along Thwaite Road towards the Scarrow Beck. Then a revised draft plan, which*

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**018/022 ADJOURNMENT OF MEETING(continued)**

*could form part of a discussion at a future public meeting.*

*BHA knew nothing about recent tree felling.*

*Concern was expressed at the felling of the trees and the possibility of there being an existent covenant on this land.*

**018/023 INTERNAL AUDITOR’S REPORT**

This was reviewed, recommendations discussed and **ADOPTED**.

**018/024 ANNUAL GOVERNANCE STATEMENT 2018**

The Annual Governance Statement for 2017-2018 was approved and adopted

**018/025 ACCOUNTING STATEMENTS FOR 2018**

The Accounting Statements Statement for 2017-2018 ware approved and adopted

**018/026 FINANCE**

Payment of Accounts: it was **AGREED** that payments totalling £1601.83 be approved and the necessary cheques be signed by two authorised signatories:

E.On, electricity, £48.64

Admin costs, £277.84

Aldborough Village Care, anon donation/S137 grant, £274.00

URM(UK)Ltd, recycling, £9.00

Melissa Frary, web hosting, £60.00

M E Anderson-Dungar, internal audit, £45.00

Keeping In Touch, S137, £75.00

Aldborough Church, S137, £300.00

East Anglian Air Ambulance, S137, £200.00

Citizens Advice Bureaux, S137, 25.00

P M Elliott, Fayre insurance, SAM2 supplies, domain name renewal, £287.35

**018/027 CORRESPONDENCE**

A request from a resident of Mill Lane for the Council to fund repairs to the road had been received. After full discussion it was **AGREED** to refuse this at the present time.

**018/028 PLANNING**

PF/18/1019, In Viridi, The Green, alterations to fenestration etc: the Council SUPPORTS this application

PF/18/0828, St Marys Church, erection f shed with composting toilet: it was confirmed that the Council had no response to this application.

Clerk to inform NNDC of the views of the Council.

After some discussion it was AGREED to write to NNDC regarding the felling of trees at Doctors Corner, and to question whether the Parish Council should have been informed.

**018/029 CASUAL VACANCY**

No further update

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**018/030 THE GREEN**

1. Following the resignation of M|r Wordingham the Chairman agreed to continue the safety checks on the play area.
2. Village Sign: it was **AGREED** to ask the Art Club if they wished to paint one. Council to fund all materials.
3. Noticeboards require refurbishment. Mr Hicks will organise. **AGREED** that Council would fund materials.
4. It was **AGREED** to clean the noticeboard containing the map.
5. Bus shelter: RE confirmed that details have been sent to the Highway Engineer for his comments
6. Fayre: Chairman confirmed that a risk assessment and insurance had been put in place.

**018/031 COMMUNITY CENTRE**

It was **AGREED** that a further meeting of the Working Party should be held. Clerk to organise.

Mr Botwright agreed to try and retrieve the original documents from Barclays Bank.

**018/032 MEMBERS’ CODE OF CONDUCT**

This was considered and adopted with immediate effect.

**018/033 COMPLAINTS PROCEDURE**

This was considered and adopted with immediate effect.

**018/034 DATE OF NEXT MEETING**

Monday 6th August 2018, in the Community Centre. To commence at 7.00pm.

There being no further business the Chairman thanked everybody for attending and declared the meeting closed.