

**ALDBOROUGH and THURGARTON PARISH COUNCIL
MEETING 13 FEBRUARY 2019 DRAFT MINUTES**

At the Meeting of the Aldborough and Thurgarton Parish Council held at the Community Centre, Aldborough on Wednesday 13 February 2019, the following members were present:

Mr P^m Elliott (chairman)

Mrs R Elliott; Mr A Hicks; Mr D Gallant; Mr R Botwright; Ms T Gibbons

In attendance: Mr N Smith (District Councillor); Mr L Mills (clerk of the council) and five members of the public

018/084 APOLOGIES FOR ABSENCE

Mr J Timewell (County Councillor)

018/085 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Mr Botwright declared an interest in matters regarding the Community Centre

018/086 MINUTES

The minutes of the Meeting of the Council held on 5 December 2018, having been circulated to all councillors, were altered by the Chair. These alterations having also been circulated were **APPROVED**. *amended*

Mr Hicks asked the following be added:

018/078(iv) The Green, Red Lion House

*It was also **AGREED** that photographs should be taken before works begin and at the end.*

With this additional amendment the minutes were **AGREED** as accurate and signed by the Chair.

018/087 MATTERS ARISING

None

018/088 DISTRICT COUNCILLOR'S REPORT

Mr Smith was pleased to be back in action. He had nothing to report but he was always happy to answer any queries or questions people may have.

018/089 ADJOURNMENT OF MEETING

A resident asked if there had been any update from Broadland Housing. The Chair reported that he had not heard from them since the last Council meeting. Mr Hicks said he had met with Norman Lamb MP who supports the proposed project. North Norfolk District Council have contacted Broadland Housing and Mr Hicks will be meeting with them next week

Mr Smith said that many people contact him because so few bungalows are being constructed. Unfortunately developers are not very keen to build them for financial

018/089 ADJOURNMENT OF MEETING(continued)

reasons.

Another resident asked that Council meetings be held on Mondays rather than Wednesday evenings.

Concern was expressed at a mailshot sent to residents from a company offering to fill prescriptions online and by post. It was pointed out this firm is NOT part of the NHS. The secretary of the Community Centre said he felt that the Working Group needs to meet soon.

Concern was expressed regarding the Thurgarton Grain Store and its effect on traffic movements.

A question was asked regarding the decision regarding access to the Red Lion property (minute 018/078[iv]). The Chair replied that he believes the decision was correct.

Mr Smith left the meeting.

18/090 FINANCE**(i) S137 PAYMENTS.**

Having been asked to place this matter on the agenda the Clerk explained what Section 137 referred to. This allows Councils to make payments to deserving causes that they otherwise do not have the power to fund. These must be beneficial to the parish. A certain amount is set each year by government. Next year the maximum amount is just over £8 per resident. There was no further discussion.

(ii) Payment of Accounts: it was **AGREED that payments totalling £620.72 be approved and the necessary cheques be signed by two authorised signatories:**

E.On, electricity, £197.12

Admin costs, £253.15

URM, recycling, £16.50

TTJones Electrical, street lighting maintenance, £33.95

Norfolk Parish Training Partnership, Councillor training, £120.00

018/091 CLERK'S REPORT

The Clerk asked who will be attending the Village Green and Rights of Way training course on March 6th. It was **AGREED** that Mr Hicks, Ms Gibbons and the Chair will go.

The Clerk also reminded the meeting that Parish Council Elections will take place on 2nd May 2019. He said the timetable had been published along with the required papers for nomination. The Clerk is happy to email these documents to anybody who would like them, if they could please email him to request them. They are also available via the North Norfolk District Council website.

018/092 CORRESPONDENCE

A letter had been received from a resident asking that more detail be placed in the minutes as it is hard to understand what has been discussed if one is not present at the meeting. This was **AGREED** by the Council.

The resident also requested that notices of meetings along with their associated papers be posted eight days before any future meetings. The Council **AGREED** it was happy with the present arrangements and would not be changing the timing.

018/093 PLANNING

None

018/094 THE GREEN

- (i) MAINTENANCE 2019: it was **AGREED** to appoint Garden Guardian.
- (ii) MANAGEMENT POLICY: the Chair updated the meeting. He is conscious that this is beginning to drag. He feels the draft policy should be published. To this end it was **AGREED** that councillors would respond with their views to the Chair, and it will be discussed the next meeting. *With a view to approval for release to the public for comment*
- (iii) LITTER BIN: it was **AGREED** to site the bin near the Church Rooms at point 3 on the enclosed map.
- (iv) VILLAGE SIGN: it was **AGREED** to site the new sign at point *A* on the enclosed map, subject to approval from Norfolk County Council Highways Dept.
- (v) STREET SIGN: a request from North Norfolk District Council to site a sign for Chapel Road on the Green was discussed. It was **AGREED** to refuse permission.
- (vi) VILLAGE FAYRE: it was **AGREED** for the Village Fayre to be held on Sunday 23rd June 2019 subject to the following three conditions:

- 1] Plan of the event, RAMS etc to be prepared and submitted to the Parish Council no later than 4 weeks before the event.
- 2] Public liability / Event insurance to be arranged and paid for by the event.
- 3] VFC to liaise with Aldborough Cricket Club (ACC) regarding set-up

018/095 COMMUNITY CENTRE

- (i) Mr Hicks reported that he had met with Norman Lamb MP. The objective is to raise funds to which end Mr Hicks will be contacting Community Action Norfolk. He also has details of Big Lottery.
- (ii) It was **AGREED** to have a further meeting of the Community Centre Working Party at a date to be agreed.
- (iii) Mr Botwright placed a box of documents on the table from the Council filing cabinet in the Community Centre. This contains *deeds and* documents relating to the Community Centre. ~~Against the advice of the Clerk these were passed to Mr Rob Last who will 'organise' these papers.~~ *The Clerk advised that these should be kept by him. This was discussed and it was agreed to accept [retired solicitor] Mr R. Last's offer to act as voluntary advisor to the Parish Council on which documents to retain.*

018/096 TRAFFIC MANAGEMENT

Mr Hicks reported that he and Norman Lamb MP had contacted Norfolk County Council with their concerns regarding speed of traffic in the parish. Mr Hicks feels the response from NCC does not cover their comments. He will be meeting with Mr Lamb next week.

018/097 JOHN BACON TRUST

There is still a vacancy for a Trustee. The Chair will place an advert in Keeping In Touch.

018/098 ANNUAL PARISH MEETING

It was **AGREED** to hold this on Monday 20 May 2019. Agenda to include Green management policy; housing; village sign; traffic management.

018/099 DATE OF NEXT MEETING

Wednesday 3rd April 2019

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

