**017**

DRAFT

**MINUTES OF MEETING OF ALDBOROUGH AND THURGARTON PARISH COUNCIL**

Held on Monday 1st January 2020 at 7pm in

The Church Room, Aldborough

Present: Vice Chair Cllr. T. Gibbons, Cllr. P. Chapman, Cllr. R. Gadsby, Cllr. D. Gallant, Cllr. P. Hall

In attendance: Clerk Mrs. S. Hayden

 County Councillor J. Timewell

 District Councillor J. Toye

 13 members of the public

The Vice Chair opened the meeting at 7pm, welcoming all and announced recording was taking place

**1. To consider and accept apologies for absence**

020/01 Apologies were accepted from Cllrs. M. Elliott (business meeting), Cllr A. Hicks (health reasons)

**2. Resolution to suspend Standing Order 3(q) to allow voting to take place by written ballot in**

020/02 **connection with item 3**

Resolved as motion

**3. To co-opt a new Councillor**

020/03 Mrs. R. Gadsby had expressed an interest in standing as a parish councillor. It was proposed and seconded that she be co-opted and after a written ballot, was co-opted by majority vote. She gave a short resumé on her reasons for wishing to join the Parish Council and signed the Acceptance of Office.

**4. To receive any declarations of interest and any dispensations of disclosable pecuniary interests**

020/04 Cllr. Gadsby declared a non-pecuniary interest in item 9.3 PF/19/1860, being a neighbour.

**5.** **To approve minutes of the Meeting held on 4th November 20199**

020/05 The minutes were approved and signed by the Vice-Chairman

**6. Matters Arising from Minutes not covered in this Agenda**

020/06None

**7.** **To Receive any reports from County and District Councillors**

020/07 *County Councillor Timewell reported* that it had just been a quiet period with the Christmas break, but there would be a pre-budget meeting this month followed by a special meeting to discuss the proposed new division boundaries. This was expensive but had to be called due to time constraints. The budget meeting would be after that. The Broadland Northway roundabouts were under discussion as they were too dark on approach. The joining up of the road was progressing and would shortly be out for consultation. The next issue to deal with, following the Election was the release of money to Local Government, as a shortfall in the budget had led to cuts in adult social services. There were still thoughts of linking up with Suffolk County Council, as Norfolk had suffered with money had been poured into Councils that had merged.

 Cllr. Timewell offered to bring any road issues up with Highways Officers if anyone wanted to contact him.

 Cllr. Timewell made his apologies and left the meeting.

 *District Councillor Toye reported* that NNDC’s Corporate Plan was in place and would now be implemented. There were issues regarding lack of housing and temporary accommodation, with plans to involve private landlords being investigated.

 The Broadland Northway roundabouts were discussed.

**8. Public questions, comments or representations**

020/08 (1) The Secretary of the Community Centre Committee introduced himself. He explained that he had originally been the parish councillor dealing with the village sign and at the time it was thought that the tie bars were completed corroded and the original sign would not be repairable. There had now been an offer by a retired carpenter to renovate the sign at no cost, except possibly a lead top, stand and support. Cllr. Gallant explained that the chosen artist had previously stated that if the old sign were painted, the paint would flake off in a short time due to its condition. After a short discussion it was agreed to arrange a meeting between the artist and carpenter for an updated opinion.

 The drainage on the Green seemed to be failing (it had been installed in the 1950s or ‘60s, the grass was suffering and the parking bay near the Community Centre was muddy. As the budget was to be discussed later in the Agenda, it was suggested £1,000 be allowed for repairs.

 (2) A member of the public who had spoken on the Green Management Policy at the last meeting introduced himself. He felt there should be further consultation on the Policy and a public meeting. The Clerk outlined the purpose and scope of the Policy.

 (3) Support was expressed for the repair to the original sign. Cllr. Gallant again explained that the chosen professional artist had stated that painting the original sign would result in the paint flaking quickly. Also, decisions had been made on the design on the reverse of the sign and he felt it was time the matter was progressed. However, a meeting as above would be arranged.

 (4) The Secretary of the Community Centre Committee read his report in connection with item 12 of the Agenda. The report is annexed to these minutes.

**9. Planning**

**9.1 To discuss and make observations on any applications received after the date of this Agenda**

020/09 None

**9.2 To discuss and make observations on the following applications**

020/10*PF/19/1154 Erection of 2 no. two storey dwellings - Land east of 8 Pipits Meadow, Aldborough – revised*

 This was discussed. The solar panels being seen from the Green, which was a conservation area. Howeve, it was agreed that there were no objections to the application.

 *PF/19/2151 Replacement of windows and front door - The Stables, The Green, Aldborough*

 It was agreed to support this application

 *PF/19/2155 Single and two storey rear extension – 1 Harmers Lane, Thurgarton*

 This was discussed, in particular the north side of the property. It was agreed that there was no objection to the application.

**9.3** **Update on other applications**

020/11 *PF/19/1078 Demolition of utility/lobby and erection of two storey and single storey rear extensions Brett Cottage, Chapel Road, Thurgarton, NR11 7NP* – Approved

 *CL/19/1889 Certificate of Lawfulness for Existing Use of property as a private dwelling – Aldborough Hall, NNR11 7HU* – Was lawful use

 *PF/19/1860 Demolition of attached former commercial warehouse with existing cottage to remain – The Red Barn, The Green, Aldborough, NR11 7AA –* No decision yet by NNDC

**10. The Green**

**10.1** **To discuss amendment to draft Management Policy and any further public consultation**

020/12 It was agreed to defer this item to the next meeting when the author, Cllr Elliott would be in attendance

**10.2** **Updat on repairs to play equipment and benches and any approval of costs**

020/13 It was agreed Cllr. Gibbons would obtain a quote for minor repairs to the play equipment from the same company used for the purchase of equipment for Stepping Stones. The repairs to benches were discussed and agreed, to enable a quote to be obtained. Clerk to ask Cricket Club if they were repairing their bench.

**10.3 Update on Deed of Easement and consider necessity of legal advice and approval of costs**

020/14 It was agreed that the Parish Council should have the final draft Deed checked by a solicitor acting on their behalf. Cllr. Gadsby to investigate possibility of pro bono advice. An amended draft Deed had not yet been received.

**10.4**  **To discuss and agree provision of dog bins and any other general maintenance matters**

020/15The current cost of a dog waste bin was £90.85 plus VAT and £4.95 delivery and the cost of any post for the bin to be mounted on. This was a standard cost. The cost of emptying was £3.40 per visit for 2019-20. It was resolved to provide two bins for either end of The Green and have them emptied once a fortnight.

**10.5 To approve holding of Village Fayre on the Green on 21st June 2020**

 020/16 Resolved unanimously to approve and consent. Clerk to ask for confirmation of public liability insurance for the event.

**11.** **To discuss and agree supply of new LED lanterns to street lights**

020/17 The lights near the telephone box and near the Community Centre were not working. Resolved to replace any lights that were not working and needed replacing with LED type.

**12. Update on Community Centre matters**

020/18 This had been dealt with at item 8(4) above

**13.** **To receive an update re Village Sign and approve any further quotation for work**

020/19 This had been dealt with at item 8(1) above

**14. Finance & Regulatory**

**14.1 To approve list of payments, balance sheet and bank reconciliation**

020/20 Play equipment was deleted from the list of payments which was then signed by the Vice-Chairman and Clerk, and balance sheet/bank reconciliation signed by the Vice-Chairman. It was agreed that the web hosting for the village website needed ceasing and free hosting used.

**14.2 To consider Budget for 2020-21 and set precept**

020/21 The proposed budget was discussed, and it was resolved to set the precept at £9,300. The precept was signed by the Vice-Chair and Clerk.

**14.3 To approve Retention of Documents list, Grievance & Disciplinary Procedure, Information Audit and Risk Management Scheme**

020/22 These were approved and adopted

**14.4 To declare General Power of Competence**

020/23 The Clerk confirmed the Parish Council were eligible to declare and that this would give them wider powers. Resolved to declare General Power of Competence.

**15. To deal with any correspondence**

020/24 *Circulated:* Aldborough Primary School Newsletter

 NARS request for donation – Any donations to be kept for village benefit

 Police Newsletter

 North Norfolk Town & Parish Forum invitation to meeting – Cllr. Hicks to attend

 Police & Crime Commissioner – budget consultation

 Invitation to Police Meeting on 24th February 2020 – Cllrs. Gallant and Gibbons to attend

 *Not circulated:* Barclays reduction in interest rates

**16. Matters for Information Only for next Agenda**

020/25Cllr. Hicks had asked for the following to be considered:

 Garden competition in the village – Cllr. Gibbons to liaise with Garden Club

 Christmas market – Stepping Stones already ran a market

 Climate Change Policy

 Tree Planting

 Speed signs on approach to village with “think” wording

 Parking on the Green – a grant be applied for to fund parking spaces and application to de-register – in particular Prince of Wales Country fund

 There would be an electric charging point fitted at the Black Boys

The meeting was closed at 9.35pm and the approved cheques signed.

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