**015**

DRAFT

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

Held on Wednesday 1st November 2021 at 7pm in the Church Room

Present: Chairman Cllr. P. Chapman, Vice Chairman Cllr. R. Gadsby, Cllr. T. Gibbons, Cllr. P. Hall, Cllr. R. Hill, Cllr. N Mims

In attendance: Clerk Mrs. S. Hayden

 2 members of public

 County Cllr. S. Penfold

 District Cllr. J. Toye

The Chairman welcomed everyone and opened the meeting at 7.02pm

He advised that recording was taking place

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

021/136 Apologies were accepted from Cllr. A. Hicks (ill health)

**2. To receive any declarations of interest from members**

021/137 None

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

021/138 None

**4.** **To approve minutes of the Meeting held on 15th September 2021**

021/ Resolved that the minutes be amended to delete “coloured” from minute 021/129, second paragraph, third line and that they then be approved. Signed by the Chairman.

**5. Matters Arising from Minutes**

021/ It was confirmed that the work to the benches has been ordered

**6.** **Reports**

**6.1 Reports from District Councillor and County Councillor**

021/ **District Councillor J. Toye** handed out leaflets with details of Greenbuild, which had started on that day. In connection with the Rectory Farm application, he confirmed that the planning department were awaiting the result of the Planning Inspectorate decision and after receipt of complaints, the enforcement officers were in ongoing contact and engagement with the applicants. Questions were answered on the availability of trees and advice on planting.

Clr. T. Gibbons arrived

 **County Councillor S. Penfold** .

 reported that the County Council had not had a full meeting during October. He had an annual £10,000 budget available for improvements in connection with highways and a budget of £1,500 for trees planting. A question was raised as to whether that could cover labour costs. This would at the discretion of each County Councillor. The next full Council meeting would be on 29th December. The Liberal Democrats had proposed a motion for NCC to declare a Climate Emergency. A question was raised on whether projects would arise from that and Cllr. Penfold replied that the Lib Dems would be pushing for more charging points and that it would focus minds on the environment, so that it could be brought into discussions on many matters. A

**016**

 question of mud on the roads through the village was raised. Cllr. Penfold confirmed that if details were sent to him and he would deal with the matter.

Cllrs. Toye and Penfold then left the meeting

**6.2 Report from Village Magazine Committee**

021/ Cllr. Gadsby reported that the Magazine continued to be successful and a at a recent meeting in the village, it had been praised. The December issue would be the first year’s anniversary and a Quiz was being put together, with a prize of a Christmas hamper and children’s prizes. The deadline for articles was 21st November. The Clerk confirmed that payments to date were £1,459.60, payments were £1,200. Invoices had been issued for £1,550 and Cllr. Hicks was chasing outstanding money. It was noted that the Parish Council were therefore currently funding payments from their capital until outstanding payments were received.

**6.3 Report from Community Centre**

021/ Cllr. Gadsby had attending the last meeting of the Committee and reported that there were 12 members of the Committee working democratically. Some good ideas had been put forward and improvements to the bar proposed. There were two new licensees. The Committee were trying to promote sporting use of the Centre.

**7. The Green**

**7.1 Update on wildlife area and play area**

021/ It was agreed that Cllr. Mims would do play area inspections in conjunction with Cllr. Hall. The basketball backboard repair was discussed and Cllr. Hall reported that the plastic fascia was damaged, but it was a metal board behind that, which should last for a good while. Parts were being ordered for the Play Area.

 In connection with the Wildlife Area, Cllrs. Mims and Gibbons had attended the meeting on the future of the Area. Cllr. Hall had come across an old draft Agreement for the Area where it was agreed that it would be cut twice a year. It was agreed that there should be a liaison meeting in the Spring with the Wildlife Club. It was suggested that the Club should check they were insured for third party liability and had a risk assessment. Confirmed that the Parish Council had third party liability for anything they were responsible for.

**7.2 To consider approval of residents’ own repairs to access drives**

021/ The Chair had met with residents to discuss their emailed request, which had been circulated to all parish councillors, to repair the access drives to their properties, paying the costs and carrying out the work themselves. The Chair had circulated a report following that meeting. The potholes would be filled with type 1, the area topped with road planings and rolled with the cricket roller. Discuss and unanimously resolved that there was no objection to the repairs, subject to the Parish Council double-checking they had power to grant the consent. The registered title and conveyed title of the Green was discussed.

**7.3 To discuss any other Green matters**

021/ It was confirmed the kerb tidy had been carried out

**8. Update on Christmas arrangements and approve any further costs**

021 Cllr. Hall requested he be allowed to purchase any small necessary parts that may be needed for the power supply to the Christmas tree, after he had received the ordered lights and cable. Agreed this would be done under the maintenance budget.

**017**

 Cllr. Gadsby confirmed that the Tree was being supplied free of charge. She and Cllr. Hall would be checking the size and arrangements for transport shortly. Santa and his Elf had agreed to attend the lighting up, which would be advertised in the next Magazine. Village Care would arrange gifts. Carol singing would be on 23rd December and the Black Boys would be selling mince pies and mulled wine. It was hope to have an accordion accompaniment.

 In connection with the purchase of lights and spares, the Clerk confirmed that £170 had been authorised at the September meeting. Prices had been obtained from Amazon, a local firm and Xmas Direct who had supplied the existing lights. The lights and cable had been purchased from Xmas Direct to fit in with the existing lights at a costs of £99.98 exc. VAT. (The PC have no account with Amazon although they were the cheapest). The cable had been purchased from Xmas Direct at a price of £53.50, which had been authorised by the Clerk and Chair under the “maintenance” budget. Anchors had been purchased cash, at a cost of £8.29 inc. VAT, from Norwich Camping by the Clerk. Ropes had been purchased by the Clerk using her personal card, from Travis Perkins at a price of £26.54 exc. VAT. Agreed to suspend Financial Regulation 6.20 which prevented the use of personal card for the purchase of ropes, in order to repay the Clerk. Total price for lights, anchors, rope £139.70, total price for cable £53.30. Total excluding VAT £193.

**9.. To discuss Wine Press move**

021/ A temporary home had been found at the Black Boys. Further option discussed, but no ideas received from the village after request in Magazine

**10. Planning**

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

 None

**10.2 Update on the following:**

021/*PF/21/1440 – Partial demolition of existing garage/outbuilding and erection of single-storey annexe – The Haven, Thwaite Hill, Aldborough –* Approved

 *RV/21/2519 Variation of Condition 2 (approved plans) of planning application PF/20/0922 to allow enlargement of detached garage/workshop building - Approved*

 *PF/20/0578 – Replacement livestock units for rearing 1900 pigs, etc – Rectory Farm, Doctors Corner, Aldborough Road* – As item 6.1 above

**11. Finance**

**11.1** **To receive balance sheet and report on bank reconciliation and approve List of Payments**

021/ Balance Sheet received with no comments. Cllr. Gadsby reported that the bank reconciliation was correct.The List of Payments was approved and signed by the Chairman and Clerk.

**11.2 To approve updated Data Protection Policy**

021/ Clllr. Chapman believed that a £10 charge for copy documents could not be imposed. Held over until the next meeting to allow checking

**11.3 To review Budget and set precept for 2022-23**

021/ The draft Budget was discussed. Resolved to set the precept at £10,000, which would be an increase of approximately 2.25.% on the Parish Council’s part of council tax

**12. To deal with any correspondence**

021/ 1 Correspondence received in connection with the wall at the side at the Community Centre. The Chairman had replied that although the Parish Council was willing to help where it could, any

**017**

 correspondence in connection with the repairs to the wall should be directed to the Community Centre

 2. EON Price increase

**13. Any other matters for information only or next Agenda**

The SAM2 was being moved to Erpingham and Calthorpe

 Cllr. Gibbons mentioned that when the Tidy Bear needed replacing, could it be with a plain bin as the children tended to climb on it.

There being no further business, the meeting closed at 8.37pm and the approved cheques were signed.

The next meeting will be on Monday 3rd January 2021

**.**