

## Draft Meeting Minutes of Nordelph Parish Council

Tuesday 20<sup>th</sup> August 2024 at 6.30pm held at Nordelph Village Hall, Birchfield Road, Nordelph

Parish Councillors present: Councillor Capsey (Chairman), Councillor John Lyus, Councillor Thomas, Councillor Gray, Councillor Venn and Councillor Favell also present Kate Bennett (Parish Clerk), Borough Councillor Spikings, Borough Councillor Rose and four members of the public

Apologies: County Councillor Dawson

### MINUTES (draft)

#### 1 Welcome

The Chairman welcomed everyone to the meeting.

#### 2 To consider and approve apologies for absence

Apologies were received as above and the reasons for such approved.

#### 3 To declare pecuniary interests & consider any requests for dispensations

No pecuniary interests were given and no requests for dispensations had been requested prior to the meeting.

#### 4 Open Forum for public participation (15 minutes only);

- a) A resident was present to report recent anti-social behaviour in the village surrounding the riding of minibikes at high speeds causing noise issues for some residents. It was resolved for the Clerk to report this to both the Community Safety and Neighbourhood Nuisance Team at the Borough Council and to the Police to request their support with further investigations into the matter.
- b) A resident who volunteers to look after the speed awareness sign along Silt Road reported the April, May and June speed statistics with the top speed in June being recorded at 80mph. Continued thanks to be recorded for his support with this matter.

#### 5 To approve the Minutes of the meeting held on 21<sup>st</sup> May 2024

It was resolved to approve the Minutes of the last meeting as a true record and these were signed by the Chairman.

#### 6 Parish Matters

- a) It was noted that £13,720.00 has been applied for to the Borough Council for repairs to the railings along the riverbank. £15,000.00 has already been secured from Norfolk County Council with a £500.00 contribution from the Precept.
- b) The Nordelph Craft Group has applied for funding for some Christmas lights for the bridge. A power source is available and a local company has offered to undertake the necessary connection for them. The Craft Group is also looking into buying a Christmas Tree for the Staithe.
- c) It was noted that the area around the village sign needs strimming as well as the nettles under the willow tree at the Staithe: Clerk to action. It was noted that the Middle Level should be cutting the riverbanks in August.
- d) The Clerk is awaiting a quote for the cleaning of the war memorial.

#### 7 Finance

- a) It was resolved with all in favour to approve the outstanding payments as listed below:

Payments List August 2024				Type of			
Supplier	Price	VAT	Total	payment	Description of service/supply	Reference	Inv No.
Graham Barker	480.00	0.00	480.00	TRF	Grass cutting in the parish - M2	24	23
service charge	18.00	0.00	18.00		Unity Trust Bank	25	
SSE	18.52	0.93	19.45	DD	Energy for street lights	26	
Kate Bennett - M3	352.80	0.00	352.80	DD	Salary	27	
Graham Barker	480.00	0.00	480.00	TRF	Grass cutting in the parish - M3	28	24
sse	17.91	0.90	18.81	DD	Energy for street lights	29	1208824
Kate Bennett - M4	352.80	0.00	352.80	DD	Salary	30	
HMRC	9.55	0.00	9.55	TRF	PAYE M2 & M3	31	
Graham Barker	480.00	0.00	480.00	TRF	Grass cutting in the parish - M4	32	25
HMRC	7.99	0.00	7.99	TRF	PAYE M4	33	
Kate Bennett	110.40	0.00	110.40	TRF	Monthly WFH allowance (£26) plus mileage June/July & August	34	
Nordelph Village Hall	18.00	0.00	18.00	TRF	Hall hire for August 2024 Parish Council Meeting	35	96
	<b>2,345.97</b>	<b>1.83</b>	<b>2,347.80</b>				

- b) Grass cutting expenditure in the Parish to end July 2024 was noted at £2,400.00 with a total annual budget of £3,600.00.
- c) It was resolved with all in favour to approve expenditure up to £100.00 for the purchase of three substantial stakes for the trees on the playing field.
- d) The Current Account balance at 16<sup>th</sup> August 2024: £8,982.02
- e) Income received since last meeting: £0.00.
- f) Councillor Favell viewed the bank statements for internal audit purposes.

**8) To consider any planning matters since last meeting**

- a) Two planning decisions were noted:
  - 24/00610/RM Riverside Farm, Birchfield Road, Nordelph. Construction of one dwelling and garage: permitted.
  - 24/00216/O Bank View, Outwell Road, Nordelph. 1no. infill building plot: permitted.
- b) The Planning Update Sessions in September being hosted by the Borough Council were noted.

**9) To discuss any cemetery/churchyard issues**

- a) The Clerk had received a couple of complaints from residents surrounding the standard of grounds maintenance in the cemetery; these had been responded to.
- b) A review of the current burial fees was carried out and it was resolved to not make any changes to the pricing at this time as fees were in-line with neighbouring parishes.
- c) Councillor Capsey had carried out a topple test on all of the memorials: just three were slightly unstable.
- d) It was resolved to consider installing some hedgehog / bat boxes once prices have been obtained.

**10) To consider a report from the Borough Council**

- a) A new Chief Executive joins the Borough Council next month.
- b) A review of the number of people on all of the Borough Council's various *panels* is taking place.

**11) To consider Playing Field issues**

- a) A request had been received from the Village Hall Committee to strim the entrance area back a little bit more to the playing field area from the car park.

**12) To consider any Village Hall matters**

- a) Councillor Lyus provided a report which included:
  - An application for funding had been made to the Borough Council for village hall improvements.
  - Some chairs had been donated from Downham Market Town Council.
  - Bingo continues twice a month.
  - A gin tasting evening and a paint & prosecco evening are planned.
  - A family day is planned for 14<sup>th</sup> September 2024.

For further information relating to village hall matters contact the Village Hall Committee directly via email at [villagehallnordelph@gmail.com](mailto:villagehallnordelph@gmail.com)

**13) To note any general correspondence since last meeting**

- a) A parishioner had emailed to advise that the overgrown verge along Barroway Drove has, at last, been cut back.

**14) To note any correspondence or report any issues relating to the Police; no report.**

**15) To consider Agenda items for the next meeting**

- To note any progress with repairing / replacing the railings along the riverbank
- To co-opt a new Parish Councillor
- To note any progress with lights for the bridge at Christmas 2024
- To note prices for hedgehog/bat boxes for the cemetery
- To consider 2025/2026 budget figures
- To consider a quote for cleaning the war memorial

**16) If required to consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed<sup>1</sup>:** a resident was present interested in the casual vacancy. After a general discussion it was resolved to co-opt Jan Patch onto the Parish Council at the next Parish Council Meeting in October.

**17) To note the date of the next meeting**

The next meeting will be on Tuesday 8<sup>th</sup> October 2024 at 6.30pm at the Village Hall.

There being no further business, the meeting closed at 7.30pm.

Signed..... Date .....

DRAFT

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<sup>1</sup> Personnel issues, tenders for contracts, legal proceedings