

Meeting Minutes of Nordelph Parish Council

Tuesday 5th December 2023 at 6.30pm held at Nordelph Village Hall, Birchfield Road

Parish Councillors present: Councillor Capsey (Chairman), Councillor John Lyus, Councillor Thomas, Councillor Gray, Councillor Venn and Councillor Favell also present Kate Bennett (Parish Clerk)

Apologies: County Councillor Dawson and Borough Councillor Rose

MINUTES

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. The Chairman reported that Councillor Claire Lyus had resigned from the Parish Council and wished to take this opportunity to thank her for her contribution to Parish matters during her tenure as a local councillor. The Clerk will notify the Borough Council and arrange for the vacancy to be advertised.

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); no report.

5 To approve the Minutes of the meeting held on 10th October 2023

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

6 Clerk to report on any outstanding issues not on this month's Agenda

- a) Thanks to be recorded to Councillor Favell for arranging for the repairs to the flag pole.

7 To receive a report from the County Council

- a) It was resolved for the Clerk to submit a bid to the 2024/25 Parish Partnership Scheme for £15,000.00 for repairs and/or replacement of the concrete posts and metal railings that run for approximately 700m from the top of the High Street to the bottom of Birchfield Road. Two quotes have already been received, just awaiting a third.

b) To receive a report from the Borough Council: no report.

c) Parish Matters

- a) It was resolved to approve and publish a first draft of a proposed Biodiversity Policy for the Parish.
b) It was resolved to arrange to dismantle and remove the benches from Parish Council land behind the Village Hall; these are potentially a health and safety issue now.
c) It was noted that the Highways Rangers are visiting in December 2023. Any relevant highways matters to be reported to the Clerk for their attention.
d) The proposed meeting dates for 2024 were circulated and will be published on the website.

10 Finance

- a) It was resolved with all in favour to approve the outstanding payments since last meeting as listed below; Councillor Venn and Councillor Gray to authorize after the meeting.

Supplier	Price	VAT	Total	Type of payment	Description of service/supply
sse	17.21	0.85	18.06	DD	October 2023 energy charges for street lighting
Nordelph Village Hall	36.00	0.00	36.00	TRF	Hall hire for Parish Council Meeting / October and December
Borough Council of King's Lynn	45.50	9.10	54.60	TRF	Uncontested Parish Council Election fee / May 2023
Clerk	332.80		332.80	DD	Salary M7 (October)
Clerk	332.80		332.80	DD	Salary M8 (November)
Clerk Expenses	72.80		72.80	TRF	Mileage, mobile, broadband, electricity, use of laptop / printer etc.
	837.11	9.10	847.06		

- b) The Current Account balance as at 30th November 2023: £7,590.89.

- c) Income received since last meeting: £1,257.56 (Community Infrastructure Levy¹ payment from the Borough Council).
- d) It was resolved with all in favour to allocate the Cil payment above of £1,257.56 to the tree works in the churchyard / cemetery, totalling £1,260.00.
- e) Two quotes received for the grass cutting in the Parish for next year were considered. It was resolved to endeavour to get a third quote before any decision is made.
- f) After considering the 2024/25 Budget figures once more it was resolved to set next year's precept at £10,500.00 (no increase from last year). Although it was acknowledged that the costs to run the Parish are ever increasing it was felt that with the current financial climate and, taking into account a predicted carry forward figure of circa £4,000.00 at the end of this financial year, the precept could remain the same but expenditure for next year will need to be managed extremely carefully in order to stay within budget.
- g) Councillor Thomas and Councillor Favell viewed the bank statements for internal audit purposes.

11 To consider any planning matters since last meeting

- a) Planning application 23/01851/F proposed two dwellings and garages at land between Threeways and The Chequers, Downham Road, Nordelph. It was resolved to support the application but to note concerns surrounding safety with access and egress from the development onto the A1122 which inevitably Norfolk County Council Highways will address.
- b) It was noted that the Borough Council has approved Planning Application 23/01574/O for one building plot at Riverside Farm, Birchfield Road, Nordelph.

12 To discuss any cemetery/churchyard issues

- a) It was noted that the tree works required at the churchyard and at Parish Council-owned land near to the BT Kiosk at the top of the High Street have started but are not yet complete.

13 To consider Playing Field issues; no report.

14 To consider any Village Hall matters

- a) It was noted that their Annual Return has now been uploaded onto the Charity Commission's website.
- b) A comprehensive report of events at the Village Hall was noted.

15 To note any general correspondence received since last meeting; no report.

16 To note any correspondence or report any issues relating to the Police; no report.

17 To consider Agenda items for the next meeting

- To further discuss repairs and replacement of the railings along the riverbank
- To co-opt a Parish Councillor
- To consider a third quote for grass cutting in the Parish for 2024 (if obtained)

18 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 discussed²: no report.

19 To note the date of the next meeting

The next Parish Council meeting will be held on Tuesday 16th January 2024 at 6.30pm at the Village Hall.

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

Signed..... Date

¹ A charge the Borough Council places on developers, 15% returned to the Parish to be spent on infrastructure projects only

² Personnel issues, tenders for contracts, legal proceedings