

Meeting Minutes of Nordelph Parish Council

Tuesday 9th April 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 and Councillor Venn also present Kate Bennett (Parish Clerk) and three members of public Apologies: Borough Councillor Rose, Borough Councillor Spikings, County Councillor Dawson and Councillor Sally Favell

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.

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 20th February 2024

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

Another quote for the replacement and repair of the railings along the riverbank has now been received.

7 Parish Matters

- The Parish Council has advertised the casual vacancy currently available on the Parish Council and is able to co-opt a new Member at their earliest opportunity.
- It had been previously resolved to pursue, in principle, the idea of installing some lights at the bridge over the 2024 Christmas period. It was resolved to investigate funding streams for this idea and to make further enquiries regarding installation / electrical requirements etc. The Clerk had been advised that a local business has offered support with the erection/installation of the lights if the project goes ahead.
- Councillor Thomas and Councillor Capsey agreed to check the condition of the village sign on the A1122 and report back at the next meeting.
- It was noted that the Clerk had considered and completed the annual parish council insurance renewal questionnaire for relevant 2024/25 insurance cover.
- Councillor Thomas offered to investigate the cost of an owl box for the churchyard and potentially bat boxes too as the one sourced previously is no longer available.

8 Finance

- 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.

| | | | | | |
|---|-----------------|--------------|-----------------|-----|---|
| Norfolk Association of Local Councils | 164.18 | 0.00 | 164.18 | TRF | 2024/25 Annual subscription |
| Borough Council of King's Lynn & West Norfolk | 190.32 | 38.06 | 228.38 | TRF | 2 dog bins emptying annual fee / £1.83 per empty for 2023/24 |
| Information Commissioner's Office | 40.00 | 0.00 | 40.00 | DD | Annual data protection fee / electoral register / data controller |
| Clerk Wages | 572.80 | 0.00 | 572.80 | DD | M12 inc. £240.00 back pay for 2023/24 |
| Graham Barker | 295.00 | 0.00 | 295.00 | TRF | Removal of tree from churchyard following storm |
| Chris Hennelly | 1,260.00 | 0.00 | 1,260.00 | TRF | Tree works in churchyard following tree survey |
| Norfolk Parish Training Support | 105.00 | 0.00 | 105.00 | TRF | 2024/25 subscription |
| Emneth Parish Council | 30.00 | 0.00 | 30.00 | TRF | 50% of annual Microsoft 365 subscription fee |
| Nordelph Village Hall | 18.00 | 0.00 | 18.00 | TRF | Hall hire for 9th April Parish Council Meeting |
| Clerk's expenses for March & April 2024 | 69.20 | 0.00 | 69.20 | TRF | Mileage, broadband, mobile, electricity, laptop, stationery etc. |
| sse energy solutions | 11.96 | 0.60 | 12.56 | DD | February 2024 energy charges |
| Graham Barker | 480.00 | 0.00 | 480.00 | TRF | Two cuts to the churchyard, playing field, staithe etc. in March 2024 |
| | 3,236.46 | 38.66 | 3,275.12 | | |

- It was resolved to approve expenditure of £28.80 inc. Vat to purchase a D-Day 80 souvenir flag to fly one week prior to the commemorations on 6th June 2024.

- c) The Chairman signed the Norfolk County Council Parish Partnership Scheme’s acceptance form for funding for up to a maximum of £15,000.00 for repairs to the railings along the riverbank.
- d) The Chairman signed the *Annual Parish Community Infrastructure Levy Report* to be submitted to the Borough Council of King’s Lynn & West Norfolk confirming annual Cil receipts for the financial year ending 31st March 2024: £1,257.56.
- e) The Current Account balance at 31st March 2024: £4,295.41.
- f) Income received since last meeting: £10,500.00 from the Borough Council of King’s Lynn & West Norfolk (annual precept for 2024/25).
- g) Councillor Gray and Councillor Lyus viewed the bank statements for internal audit purposes.

9 To consider any planning matters since last meeting

- a) Planning application 24/00464/F for the construction of one dwelling at The Fuchsias, 6 Silt Road, Nordelph. It was resolved to support this application.

10 To discuss any cemetery/churchyard issues

- a) The new grass cutting contractor has started cutting and it was noted that his standard of work is very good.

11 To consider Playing Field issues; no report.

12 To consider any Village Hall matters

- a) Councillor Lyus provided a report on village hall matters.
- b) Their Annual General Meeting will take place on 13th May 2024.

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

14 To consider Agenda items for the next meeting

- To consider further quotes received for repairs to the railings
- To consider installing an owl box / bat boxes / hedgehog box in the churchyard
- To consider a further dog waste bin for the High Street
- To co-opt a Parish Councillor
- To discuss installing lights on the bridge - Christmas 2024
- To consider maintenance requirements to the village sign
- D Day 80 Event, 6th June 2024; souvenir flag

15 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 discussed¹

Per the Local Government Services Pay Agreement (as notified in November 2023), it was resolved to increase the Clerk’s hourly rate by £1.00/hour to be back-dated to 1st April 2023.

16 To note the date of the next meeting

The next meeting will be the Annual Parish Council Meeting (AGM) to be held on Tuesday 21st May 2024 at 6.30pm at the Village Hall.

There being no further business, the meeting closed at 7.40pm.

Signed..... Date

¹ Personnel issues, tenders for contracts, legal proceedings