

Meeting Minutes of Nordelph Parish Council

Tuesday 10th October 2023 at 6.30pm held at Nordelph Village Hall, Birchfield Road

Parish Councillors present: Councillor Capsey (Chairman), Councillor John Lyus, Councillor Thomas, Councillor Claire Lyus, Councillor Gray and Councillor Favell also present Kate Bennett (Parish Clerk) and seven members of the public

Apologies: County Councillor Dawson, Borough Councillor Rose and Councillor Venn

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)

Four members of the Village Hall Committee and three residents were present to discuss the Village Hall's application for a full premises licence to sell alcohol. The Village Hall Committee were aware of the contents of an email from a Parish Councillor highlighting several concerns surrounding this application and assured Members that, after consultation with the Licensing Department at the Borough Council, all the rules and regulations surrounding such a licence were being adhered to.

A request was made to tidy up the overgrown / wildlife area behind the car park. For the purpose of the Minutes it should be noted that a couple of years ago the Village Hall Committee asked permission from the Parish Council to turn this area into a Community Garden space. Support for the project by the Committee has now dwindled which is why the space is now so overgrown from the shrubs / plants / flowers that have been planted here.

A request was made to clear the nettles at the entrance to the Playing Field area.

A suggestion was made by the Village Hall Committee to extend the car park area behind the Village Hall over the overgrown / wildlife area. For the purpose of the Minutes it should be noted that under the Section 106 Agreement dated 30th August 2007 associated with the purchase of the village hall and the green space behind the churchyard / cemetery, the use of this land is limited to *recreational area only*, the land cannot be put to any other use.

5 To approve the Minutes of the meeting held on 22nd August 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. The repaired gate at the entrance to the churchyard is now ready to be fitted.
- b. Repairs to the flagpole are nearly complete.

7 To receive a report from the Borough Council: no report.

8 To receive a report from the County Council: Councillor Dawson was not present but in his absence it should be minuted that:

- a) Norfolk County Council is still not accepting responsibility for the 700m of railings along the riverbank in Nordelph. Investigations have been made into the Parish Council carrying out repairs and replacements and assuming future maintenance responsibilities for them; a quote had been received from a local company, a further 2 quotes will be required. A suggestion was made to leave periodic 900ml gaps for access for fishermen etc.
- b) The diversion of Footpath 7 has halted relating to a landowner dispute. It has been suggested that if the diversion is not possible maybe the reinstatement to the original course is the only option.
- c) Patching works for Silt Road have been programmed.
- d) A review of the hedge / verge cutting regime in the County is being carried out for next year to potentially enable these types of works to be carried out at a local level i.e. Parish level.

9 Parish Matters

- a) It was resolved with all in favour to approve expenditure of £32.00 to purchase a wreath for Remembrance Sunday, 12th November 2023.
- b) Thanks to be recorded to a resident of the parish for repainting the concrete posts surrounding the war memorial.

10 Finance

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

Clerk salary	332.80	0.00	332.80	DD	M6 (September)
Clerk M6/M7 expenses	65.42	0.00	65.42	TRF	Mileage, mobile, broadband, WFH allowance
Walters	41.97	8.39	50.36	TRF	x2 ink cartridges / black
K&M Lighting Services	35.20	7.04	42.24	TRF	Annual maintenance fee for street lights
Nordelph Village Hall	18.00	0.00	18.00	TRF	Hall hire for August Meeting
Gerard Carlile	450.00	0.00	450.00	TRF	August grass cutting charges (paid)
Gerard Carlile	450.00	0.00	450.00	TRF	September grass cutting charges (paid)
Thomas B Bonnett	462.50	92.50	555.00	TRF	Repairs to cemetery gate / new posts
sse	16.90	0.84	17.74	DD	August energy charges for street lights
	1,872.79	108.77	1,981.56		

- b) The Current Account balance as at 9th October 2023: £8,372.93.
- c) Income received since last meeting: £0.00.
- d) It was resolved with all in favour to approve expenditure of up to £60.00 + Vat for replacement electrode pads for the defibrillator at the Village Hall which are due to expire November 2023.
- e) Some preliminary budget figures were considered for 2024/2025; to be further considered at the December meeting.
- f) 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 23/00392/F extension and alterations to dwelling at West Farm House, Barroway Drive, Nordelph: it was resolved to support this application.
- b) Planning application 23/01574/O infill building plot at Riverside Farm, Birchfield Road, Nordelph: it was resolved to support this application.
- c) The Borough Council are providing Planning Update Sessions in October for councillors.

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 are due to be carried out on 19th & 20th October 2023.
- b) It was resolved with all in favour to approve expenditure of £70.00 to install the newly repaired gates at the entrance to the churchyard.

13 To consider Playing Field issues

- a) A resident had requested for the nettles at the entrance to the Playing Field area to be cut back.

14 To consider any Village Hall matters

- a) Since last meeting it was noted that a full premises licence to sell alcohol has been applied for and approved. Item 4 of these Minutes also refers.
- b) It was noted that their Annual Return has not yet been uploaded onto the Charity Commission's website due to ongoing maintenance of the website.
- c) A comprehensive report of future events at the Village Hall was noted.

15 To note any general correspondence received since last meeting

- a) A resident had approached the Clerk to express an interest in helping out with village 'handy man' projects; this was noted and it was generally felt that this would be very helpful at times. The Clerk will keep his details on file for future reference.

16 To note any correspondence or report any issues relating to the Police

- a) The next Priority Setting Meeting: Tuesday 24th October 2023 at 7pm at Downham Market Town Hall.

17 To consider Agenda items for the next meeting

- To further discuss repairs and replacement of the railings along the riverbank
- To further consider budget figures for 2024/25
- To consider the overgrowth / nettles at the entrance to the Playing Field
- To note the detail of the S106 Agreement associated with the purchase of the village hall and the green space behind the churchyard.

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 discussed¹: no report.

19 To note the date of the next meeting

The next Parish Council meeting will be held on Tuesday 5th December 2023 at 6.30pm at the Village Hall.

There being no further business, this meeting closed at 7.50pm.

Signed..... Date

¹ Personnel issues, tenders for contracts, legal proceedings