

Meeting Minutes of Nordelph Parish Council

Thursday 14th April 2022 at 6.30pm held at Nordelph Village Hall, High Street, Nordelph

Parish Councillors present: Danielle Gott (Chair), Pete Gray and Sarah-Jane Capsey

Also present: Kate Bennett (Parish Clerk), Borough Councillor Rose, and two members of the public

Apologies: Borough Councillor Spikings

MINUTES

1 Welcome

The Chairman welcomed everyone to the meeting.

2 To consider and approve apologies for absence

Apologies were given as listed 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 received 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 7th March 2022

The Minutes had been previously circulated and these were approved and signed by the Chairman as a true record of the last meeting.

6 Village Hall Matters

Carey Miller, Treasurer to the Village Hall Committee was invited to update Members on the current financial spend with restructural/damp works to the village hall following the donation of £5,000.00 last year from parish funds. It was noted that to date £5,801.00 has been spent on the project: in order to comply with one of the four caveats given when the donation was provided, a further £4,200.00 of spend is required on this project or the donation should be given back to parish funds. Carey reported that enquiries are being made into whether or not a new survey is required as the previous one from Propotec is now two years old.

Carey outlined to Members the current user groups at the village hall and their contract rates. Members took the opportunity to ask Carey to remind the Village Hall Committee that the Parish Council felt that competitive rates *should* be charged to *all* user groups of the Hall to ensure that all of the on-going running and maintenance costs can be upheld to safeguard this village resource for the residents of Nordelph for years to come. It was noted that some contract rates are being increased as of 1st May 2022.

It was noted that *some* of the debris from behind the Village Hall has at last been removed but there is still a considerable amount of mess to tidy up.

7 Clerk to report any outstanding issues not on this month's Agenda, if necessary

- a) Clerk still chasing Metcalfe Copeman & Pettefar for a response regarding maintenance liabilities for the playing field; on-going.
- b) Clerk is arranging a site meeting reference a replacement bridge or new culvert for Footpath 7; on-going.
- c) Website training for the Clerk has been booked in for Monday 25th April 2022.

8 Parish Matters

- a) There are currently three vacancies for Parish Councillors on the Council. Anyone interested should contact the Clerk at nordelphparish@hotmail.com
- b) A resident of Silt Road present at the meeting kindly offered to take over the management of the SAM2 camera for the parish.
- c) The new bench has now been installed at the Staithe with many thanks to Borough Councillor Spikings and the Well Creek Trust for donating this.
- d) The Parish Council now has a Facebook page to promote community involvement and engage further with the residents of Nordelph.
- e) Three new purple birch trees, donated by Chris Dawson, have been planted at the playing field to commemorate the Queen's Platinum Jubilee.
- f) It was noted that unfortunately a funding application to the Borough Council's *Community Infrastructure Levy* fund for a new bus shelter for Silt Road and some new street lights for the High Street and Coronation Avenue was unsuccessful on this occasion. A further application will be submitted in July 2022.
- g) It was resolved for the Clerk to write to a resident of the High Street to request that a horse box, a boat and some other detritus is removed from the green space behind the telephone kiosk.

9 Finance

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

List of Payments since last meeting						
Supplier	Price	VAT	Total	Type of payment	Description of service/supply	Reference
Kate Bennett (expenses)	39.32	0.00	39.32	EP	Mileage, mobile, broadband, electricity, postage, stationery	1
Emneth Design	32.50	0.00	32.50	EP	Website update fee	2
Holly Landscapes	300.00	60.00	360.00	EP	To cut back the field side of the hedge and remove trees	3
Norfolk Association of Local Councils	45.00	9.00	54.00	EP	Charitable Trusts & Parish Councils seminar	4
Norfolk Association of Local Councils	129.73	0.00	129.73	EP	Annual subscription	5
Borough Council of King's Lynn	82.33	16.47	98.80	EP	Annual dog bin emptying fee	6
Information Commissioner's Office	40.00	0.00	40.00	dd	Data protection renewal fee	7
Kate Bennett salary	312.80	0.00	312.80	EP	Clerk monthly salary	8
sse	9.87	0.48	10.35	DD	Footway lighting for March 2022	9
	991.55	85.95	1,077.50			

- b) The Clerk has submitted the annual Vat Return to HMRC and a refund of £1,122.98 is due.
- c) The Current Account balance as at 31st March 2022 was £4,317.11.
- d) Income received since last meeting; £9,500.00 annual precept and a donation of £1,000.00 from a resident of Downham Market to be used for *the upkeep of the cemetery*.
- e) Councillors Gray and Capsey viewed the bank statements.

10 To consider any planning matters since last meeting; no report.

11 To discuss any cemetery/churchyard issues

a) It was resolved to set a date at the next meeting to carry out a health and safety test to all of the headstones.

b) The ash tree is due to felled this month.

12 To receive a report from the Borough Council; report provided at the Annual Parish Meeting.

13 To receive a report from County Council; report provided at the Annual Parish Meeting.

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

a) The next Safer Neighbourhood Action Panel Meeting is 20th July 2022.

15 To consider Agenda items for the next meeting

1) To co-opt three councillors

2) To note any progress with the tidying up of the Community Garden behind the village hall

3) To receive an update from the Village Hall Committee regarding the £5,000 of designated funds transferred to their account from parish funds for damp and structural works at the village hall and confirmation that they have spent the same from their funds in line with the caveats given when the funds were transferred

4) To arrange a date to carry out a topple test at the cemetery

5) To note any progress with the removal of the detritus at the telephone kiosk

16 To note the date of the next meeting

The Annual General Meeting will be held on Monday 23rd May 2022 at the Village Hall, High Street at 6.30pm.

There being no further business, the meeting closed at 8.15pm.

Signed..... Date