

Meeting Minutes of Nordelph Parish Council

Monday 20th February 2023 at 7.15pm held at Nordelph Village Hall, High Street, Nordelph

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

Apologies: Borough Councillor Rose and County Councillor Dawson

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)

Two residents present wished to express their preference in keeping the railings along the riverbank as they believe these provide a form of barrier / safety measure especially for children on bikes. The Parish Council has approached Norfolk County Council for advice on a suitable way forward to have these railings repaired as sections of them are now a real health and safety issue and not fit for purpose; on going.

5 To approve the Minutes of the meeting held on 12th January 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; no report.

7 To receive a report from the Borough Council

- The 2023/24 Budget is being prepared.

8 To receive a report from the County Council

- a) Costs associated with stopping up one public right of way and creating a new one are still awaited. Once this information has been received, and assuming that funding will be possible via the Bridges Team at Norfolk County Council and other partnerships, a discussion with the Environment Agency can ensue (as controllers of the waterway).
- b) Still awaiting confirmation of funding via the Parish Partnership Scheme for a new bus shelter at Silt Road. Once confirmed consultation with neighbouring properties to take place.

9 Parish Matters

- a) The 2023 Meeting Dates are now published on the Parish Council website (<https://www.nordelphpc.info/meetings-calendar>) and on the noticeboard in the village.
- b) Parish Council Elections will take place this year on 4th May 2023 and parishioners are reminded of the need this year to provide Photo ID for voting in person. Please follow this link for information relating to becoming a parish councillor if any resident of Nordelph is interested in applying <https://www.west-norfolk.gov.uk/beaparishcouncillor>
- c) See item 4 of these Minutes.
- d) The recent statistics from the SAM2 camera along Silt Road have been circulated.

- e) A discussion took place regarding fly posters on the bridge. It was noted that our local highways engineer can and will remove anything he feels inappropriate.
- f) It was resolved to request the Highways Rangers to cut the grassed area around the village sign on the A1122 when they visit in March.
- g) There is still one vacancy on the Parish Council for a local councillor. Anyone interested should contact the Clerk.
- h) It was noted that the teak bench installed at the Staithe last year is in need of treating with some oil.

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.

List of Payments since last meeting						
Supplier	Price	VAT	Total	Type of payment	Description of service/supply	Reference
sse	17.45	0.86	18.31	dd	January energy for street lighting	47
Kate Bennett	312.80	0.00	312.80	dd	Month 10 wages (January)	48
Kate Bennett	200.00	0.00	200.00	TRF	Back pay from 1st April 2022 - January 2023 - 20 hours / month for 10 months	49
Clerk expenses	91.71	0.00	91.71	TRF	50% of Microsoft 365 annual subscription / 50% of visit by engineer for printer / mileage / broadband / mobile / electricity	50
Nordelph Village Hall	40.00	0.00	40.00	TRF	Hall hire for November / January & February 2023	51
	661.96	0.86	662.82			

- b) The Current Account balance as at 31st January 2023; £5,291.65.
- c) Income received since last meeting: £0.00.
- d) Further paperwork was signed to add a signatory to the Parish Council's bank account.
- e) Councillor Claire Lyus and Councillor John Lyus viewed the bank statements.

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

12 To discuss any cemetery/churchyard issues

- a) Darrin Martin has signed the 2023 grass cutting contract for the Parish and a copy of his public liability insurance has been provided. The Parish Council's Risk Assessment was approved as circulated.
- b) The Clerk will arrange for a tree survey of the cemetery / playing field in April 2023.

13 To consider any Village Hall / Playing Field issues

- a) Clerk to provide Councillor Claire Lyus with a copy of the deeds for the playing field and village hall. Enquiries were made surrounding how the Village Hall Committee can make use of the playing field area when hiring out the village hall space.
- b) It was noted that Councillor Lyus has decided to remain as a member of the Village Hall Committee.

14 To note any general correspondence received since last meeting

- a) Correspondence received relating to nesting swans along the riverbank, Clerk to action.
- b) Comments on social media had been noted surrounding the safety of children walking to and from the bus stop at Silt Road.

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

16 To consider Agenda items for the next meeting

- To provide an update from Norfolk County Council Highways regarding repairs to the railings along the riverbank
- Invite any residents interested in the casual vacancy on the Parish Council / co-opt a new Member
- To resolve to appoint an internal auditor for year ending 2022 2023

17 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

It was resolved with all in favour to approve the new pay scale for the Clerk to be back dated as of 1st April 2022 and also to approve one extra day holiday effective 1st April 2023.

18 To note the date of the next meeting

The next Parish Council meeting will be held on Tuesday 11th April 2023 at 6.30pm at the Village Hall. This will be the Annual Parish Meeting for the residents of the Parish and will be immediately followed by an ordinary Parish Council Meeting.

There being no further business, the meeting closed at 8.50pm.

Signed..... Date

¹ Personnel issues, tenders for contracts, legal proceedings