

Draft Meeting Minutes of Nordelph Parish Council

Tuesday 16th January 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, Councillor Venn and Councillor Favell also present Kate Bennett (Parish Clerk) and Colin Rose (Borough Councillor)

Apologies: County Councillor Dawson and Borough Councillor Spikings

MINUTES (draft)

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)

Councillor Thomas was representing a resident of the Parish making enquiries into:

- Installing Christmas Lights on the bridge next year
- Planting more trees in the Parish

It was agreed to add both items to next month's Agenda for discussion.

5 To approve the Minutes of the meeting held on 5th December 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

- a) Further Flood Zone 1¹ land in the Borough is being sought for the accommodation of Gypsies, Travellers and Travelling Show People.
- b) The Community Infrastructure Levy fund is open once more inviting bids for funding infrastructure projects.
- c) An invitation has been received from the Leader of the Council for the Chair (or a representative of) to attend a meeting on 21st February 2024 at King's Lynn Town Hall; noted.

8 To receive a report from the County Council

- a) In his absence Councillor Dawson had circulated a Parish Report / County informative to update Members on recent matters including detail on the devolution deal, the proposed modernisation of Norfolk Fire and Rescue Service Buildings, free travel for disabled bus pass holders and free DIY waste for householders carrying out small projects.

9 Parish Matters

- a) The Parish Council has now advertised the casual vacancy and is able to co-opt a new Member at their earliest opportunity.
- b) The outstanding tree works in the churchyard and at the Staithe are due to be completed on 2nd and 3rd February 2024.
- c) It was resolved to continue to pursue the repair and/or replacement of the railings along the riverbank from the top of the High Street all the way down to the bottom of Birchfield Road which are in a poor state and deemed to be, in parts, a health and safety issue with sections of metal protruding and posts having twisted and/or fallen over along the verge and into the river.

For the purpose of the Minutes, the verge between the High Street and the Well Creek is unregistered. Neither the Middle Level Commissioners nor Norfolk County Council will accept ownership / responsibility of them. If the Parish Council is unable to find the rightful owners of the

¹ Lowest flood risk

railings and takes it upon themselves to repair / maintain or remove them they will be insured under the Public Liability Section of their insurance policy for this responsibility as by taking on the work, by default, would mean that they will take over responsibility of them.

- d) Information received from the Norfolk Association of Local Councils relating to the D-Day 80 event on 6th June 2024 was noted; Members resolved not to take part.

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 payment	Type of	Description of service/supply
AM Winters	50.00	0.00	50.00	TRF	Flagpole repairs (paid in December)
Kate Bennett	332.80	0.00	332.80	DD	Month 9 Salary payment
sse	17.79	0.88	18.67	DD	November energy charges
Diamond Byte Solutions Ltd.	20.00	0.00	20.00	TRF	50% share of anti virus check / labour / cleaning software for Clerk's laptop
Kate Bennett	61.48	0.00	61.48	TRF	Expenses - mileage/broadband/mobile/electricity/stationery
Nordelph Village Hall	18.00	0.00	18.00	TRF	Hire of hall for Council Meeting 16th January 2024 / £12.00 per hour
	500.07	0.88	500.95		

- b) The Current Account balance as at 2nd January 2024: £6,989.96.
 c) Income received since last meeting: £0.00.
 d) Following receipt of three quotes, it was resolved to appoint a new grass cutting contractor for the Parish for the 2024 season: Graham Barker.
 e) Councillor Lyus and Councillor Favell viewed the bank statements for internal audit purposes.

11 To consider any planning matters since last meeting

- a) Clerk to investigate the alleged installation of a tent at a business premises along Silt Road.

12 To discuss any cemetery/churchyard issues

- a) It was noted that the outstanding tree works are due to be carried out 2nd & 3rd February 2024.
 b) Councillor Thomas is investigating the cost of bat and owl boxes for the churchyard.

13 To consider Playing Field issues

- a) A request has been received from a resident of Coronation Avenue to use the Playing Field in August 2024 for a children's birthday party, including inflatables. Clerk to ascertain that the Council is suitably covered for this type of usage.

14 To consider any Village Hall matters

- a) Councillor Lyus provided a report which included the installation of some new security lights around the perimeter of the Hall, details of a planned Bingo evening, Pub Night and Quiz Night.

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 consider setting a Consultation Date to discuss plans with residents for repairing and replacing the railings along the riverbank
- To co-opt a Parish Councillor
- To discuss installing lights on the bridge for Christmas 2024
- To discuss planting more trees in the Parish (resident request)
- To consider maintenance to the Village Sign

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 20th February 2024 at 6.30pm at the Village Hall. There being no further business, the meeting closed at 7.30pm.

Signed..... Date

² Personnel issues, tenders for contracts, legal proceedings