

## Meeting Minutes of Nordelph Parish Council

Monday 22<sup>nd</sup> August 2022 at 6.30pm held at Nordelph Village Hall, High Street, Nordelph

Parish Councillors present: Danielle Gott (Chair), Pete Gray, Sarah-Jane Capsey, John Lyus, Helen Thomas and Sue Venn. Also present: Kate Bennett (Parish Clerk), Borough Councillor Rose and one member of the public  
Apologies: Bryony Russell-Smith, County Councillor Dawson and 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 requested prior to the meeting.

#### 4 Open Forum for public participation (15 minutes only)

- a) The Chair of the Village Hall Committee reported that their bid for funding from the Borough Council's Community Infrastructure Levy fund had been successful and they had been awarded £25,000.00 for repairs to the Village Hall.

#### 5 To approve the Minutes of the meeting held on 11<sup>th</sup> July 2022

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

#### 6 Clerk to report any outstanding issues not on this month's Agenda, if necessary: no report.

#### 7 Parish Matters

- a) David Mills (Norfolk County Council) has confirmed this month that he is progressing with the diversion order for Footpath 7 and has suggested that the Parish Council starts proceedings with the Middle Level Commissioners / Upwell Internal Drainage Board to gain consent for works to install a culvert / bridge over the Bedford River; Clerk to action.
- b) It was resolved to spend any grant funding that might be made available to the Parish Council from Norfolk County Council / County Councillor Dawson at the end of the financial year towards a bus shelter for Silt Road.
- c) It was noted that items belonging to a resident on the High Street are still occupying Parish Council land at the Staithe. The resident was given 6 weeks to remove these items (horse box / boat / fire places / bags of compost / garden pots / car battery) ending 1<sup>st</sup> August 2022. The Parish Council will arrange to have the remaining items removed from their land and returned to the resident as soon as possible. The boat has been successfully removed; thanks to be recorded to Councillor Thomas for assisting the resident with the sale of this boat in order to remove it from Parish Council-owned land.
- d) The Parish Council's application to the Borough Council's Community Infrastructure Levy fund for funding for a bus shelter at Silt Road had sadly been unsuccessful again.
- e) Colin Rose reported that the next Safer Neighbourhood Action Panel meeting is on 19<sup>th</sup> October 2022.

Colin Rose left the meeting.

## 8 Finance

- a) It was resolved with all in favour to approve expenditure of £168.00 + Vat to Westcotec Ltd. for two new batteries for the SAM2 camera.
- b) 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					Type of payment	Description of service/supply
Supplier	Price	VAT	Total	t		
Kate Bennett	312.80	0.00	312.80			Month 4 wages (July)
John E Wright & Co. Ltd.	39.03	7.81	46.84			Colour cartridge for Newsletter
Kate Bennett / expenses	70.72	0.00	70.72			Mileage, 50% share of new shelving unit for office broadband, postage, electricity etc.
	<b>422.55</b>	<b>7.81</b>	<b>430.36</b>			

- c) The Current Account balance as at Monday 22<sup>nd</sup> August 2022: £10,239.64.
- d) Income received since last meeting: £0.00.
- e) Councillors Gray and Gott signed the Unity Trust Bank paperwork to add Councillor Capsey as a signatory and to update the key contact details to reflect the Clerk's new address.
- f) Councillor Capsey viewed the bank statements.

## 9 To consider any planning matters since last meeting

- a) The Borough Council has approved Planning Application 22/00771/F for a garage and parking at Bridge Cottages, Downham Road and also approved Planning Application 22/000939/F extensions and alterations at Threeways, Downham Road, Nordelph.
- b) The Borough Council are holding two planning update sessions in October for Parish Councillors.

## 10 To discuss any cemetery/churchyard issues: no report.

## 11 To receive a report from the Borough Council: see Item 7 e) of these Minutes.

## 12 To receive a report from County Council: in County Councillor Dawson's absence the Clerk updated everyone on various emails that he had circulated throughout the month on issues potentially of interest to the parish of Nordelph; all were noted.

## 13 To note any correspondence or report any issues relating to the Police

- a) Scam Awareness & Prevention sessions can be provided to any Parish Council interested.

## 14 To consider Agenda items for the next meeting

- 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.
- To note any progress with the removal of the detritus at the Staithe on parish council owned land.
- Maintenance responsibilities for the Playing Field
- Diversion order for Footpath 7
- Budget proposals for 2023 2024
- A representative of the Village Hall Committee to provide an update on the Community Garden

## 15 To note the date of the next meeting

The next Parish Council meeting will be held on Monday 3<sup>rd</sup> October 2022 at 6.30pm in the Village Hall.

There being no further business, the meeting closed at 7.45pm.

Signed..... Date .....