

Draft Meeting Minutes of Nordelph Parish Council

Tuesday 14th January 2025 at 6.30pm held at Nordelph Village Hall, Birchfield Road, Nordelph

Parish Councillors present: Councillor Capsey (Chairman), Councillor Gray, Councillor Thomas, Councillor Patch and also present Kate Bennett (Parish Clerk), Borough Councillor Rose and Borough Councillor Spikings
Apologies: Councillor Favell, Councillor Lyus and County Councillor Dawson

MINUTES (draft)

1 Welcome

The Chairman opened the meeting and welcomed everyone. Councillor Capsey informed the Council that Councillor Venn has decided to resign from the Parish Council. On behalf of the Parish of Nordelph the Council would like to record their thanks to Councillor Venn for volunteering her time over the last couple of years and for her contribution to the local issues of Nordelph.

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);

- a) As there were no members of the public present Councillor Spikings took the opportunity at this point of the meeting to:
- Provide an update on devolution proposals to date
 - Advised that there will not be any County elections in May 2025

5 To approve the Minutes of the meeting held on 3rd December 2024

It was resolved to approve the Minutes of the last meeting as a true record and these were signed and initialled by the Chairman.

6 Parish Matters

- a) It was resolved for the Clerk to request a further quote for the expected increase in cost of materials from a 2024 quote for the repair and replacement of some of the railings along the riverbank. This quote can then be submitted to the Borough Council's Community Infrastructure Levy application portal for further grant funding (open for bids from 1st January 2025 to 1st February 2025).
- b) It was resolved to appoint Councillor Patch as a further signatory on the Parish Council's bank account; Clerk to action.
- c) It was resolved to ask the Village Hall Committee if they would like to co-host this year's Parish Assembly, alongside the Parish Council, which is due to take place on 11th March 2025. It is hoped that a joint approach might attract more interest from the local community. The main agenda item for the Parish Council for the evening will be the proposed introduction of a 'biannual litter pick in the parish' and to award any local volunteers who have been litter picking this year with a small gesture/award from the Parish.
- d) It was resolved for the Clerk to confirm with the insurance providers adequate cover for the Parish Council if they were to arrange an annual/biannual litter pick in the Parish.

7 Finance

- a) It was resolved with all in favour to approve the outstanding payments since last meeting as listed below:

List of Payments since last meeting					
Supplier	Price	VAT	Total	Type of payment	Description of service/supply
HMRC	58.83	0.00	58.83	TRF	M7 & M8 PAYE
Jonathan Hall	80.00	0.00	80.00	TRF	2 owl boxes & 2 tit boxes
Kate Bennett	49.40	0.00	49.40	TRF	January 2025 Expenses
Nordelph Village Hall	18.00	0.00	18.00	TRF	January 2025 Meeting
Clerk Salary / M9	365.20	0.00	365.20	DD	December Monthly Salary Payment
	571.43	0.00	571.43		

- b) The Current Account balance at 10th January 2025: £4,344,50.
- c) Income received since last meeting: £0.00.
- d) Councillor Gray & Councillor Patch viewed the bank statements for internal audit purposes.

8 To receive a report from the Borough Council; see Item 4 of these Minutes.

9 To receive a report from the County Council

- It was noted that a Highways Meeting is being held at Marshland St. James Village Hall on Wednesday 29th January 2025, 10-12pm to provide an opportunity to address perennial issues. Clerks and Members welcome.
- To note the refund from Councillor Dawson of £150.00 for the bat boxes is still outstanding.

10 To consider any planning matters since last meeting

- a) It was resolved to approve Planning application 24/02201/F proposed two dwellings and garages at Land between Threeways and The Chequers, Downham Road but to record concerns with safe access and egress for property owners and visitors to and from the proposed development.

11 To discuss any cemetery/churchyard issues

- a) The Clerk has a bat box in her possession awaiting installation.
- b) Clerk to issue the grounds maintenance contractor with a new contract for 2025.
- c) It was noted that the cover on the bench needs bungee ropes securing; Clerk to action.

12 To consider Playing Field issues

- a) It was noted that there continues to be an issue with irresponsible dog walkers not picking up behind their dogs on the playing field.

13 To consider any Village Hall matters; no report.

14 To note any general correspondence since last meeting: no report.

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

- a) A generic email had been circulated from the Police regarding unlicensed music events.

16 To consider Agenda items for the next meeting

- Provide an update on repair work to the railings along the riverbank
- To discuss purchasing a new noticeboard for outside the village hall
- To discuss maintenance works required to the wall at the front of the village hall
- To discuss promoting a biannual litter pick for the Parish
- To advertise the casual vacancy on the Parish Council

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: no report.

18 To note the date of the next meeting

The next meeting will be on Tuesday 11th March 2025 at 6.30pm at the Village Hall – Parish Assembly.

There being no further business, the meeting closed at 7.55pm².

Signed..... Date

¹ Personnel issues, tenders for contracts, legal proceedings

² Councillor Rose left this meeting at 7pm and Councillor Spikings at 7.20pm