

SHROPHAM PARISH COUNCIL

Shropham, Norfolk

Chairman: David Napier

Vice Chairman: Andy Thornton

MINUTES OF MEETING OF SHROPHAM PARISH COUNCIL

28 NOVEMBER 2018 at 7.00 pm

SHROPHAM VILLAGE HALL

Those in attendance: David Napier, Andy Thornton, Lesley Brown, Amy Negus, Cliff Allen, Ed Howe

Also in attendance: County Councillor Fabian Eagle

Also present: 2 members of the public

1. **Apologies for absence**

Apologies were received from District Councillor, Phil Cowen.

2. **To approve the Minutes of Meetings held on Wednesday 19 September 2018 and 10 October 2018**

It was **RESOLVED** that the Minutes of the Meetings held on Wednesday 19 September 2018 and Wednesday 10 October 2018 could be signed, by the Chairman, as a true and correct record. All voted in favour.

3. **To record any Declarations of Interest and to consider any requests for Dispensations from Council Members**

A Thornton and A Negus – 4b.

The Chairman closed the meeting to allow public participation.

4. **Planning – Applications**

- a. **3PL/2018/0969/F** – Foxes Barn Watton Road Shropham NR17 1DY – Erect 5 no. new private dwelling houses. It was noted that this application has been withdrawn.
- b. **3PL/2018/1071/F** – Land off Hargham Road, Shropham – new housing scheme comprising 8 no. self-build dwellings and associated works. D Napier referred to two types of footpaths. The Applicant, G Negus, advised that he will be submitting revised plans to extend the footpath along Hargham Road to the phone box. The footpath will be to Norfolk County Council standards so it can then be adopted. G Negus to provide a plan.
- c. **3PL/2018/1212/HOU** – Rowan House Watton Road Shropham NR17 1DY – erection of single storey extension to front of property. Application has now been approved.
- d. **3NM/2018/0080/NMA** – Collingwood Watton Road Shropham NR17 1DY – Amendment to 3PL/2016/1503/HOU in respect of revised fenestration, including replacement of all windows and revisions to materials. Noted.

CHAIRMAN.....

DATED:

CLERK: Joanne Blackman, Westcroft, Watton Road, Ashill, Norfolk, IP25 7AQ

Tel: 01760 447484 Email: shrophamparishclerk@gmail.com

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5. Finance – to approve and report the following expenditure:-

- a. To approve the salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, for the months of September (from 5th September), October and November (to 19th November) in the sum of £396.47. Proposed by D Napier and seconded by L Brown, all voted in favour.
- b. To approve office expenses for the months of September to November in the sum of £9.72. Proposed by D Napier and seconded by L Brown, all voted in favour.
- c. To approve payment to Shropham Village Hall in the sum of £20 for hall hire for the months of October and November 2018. Proposed by D Napier and seconded by L Brown, all voted in favour.
- d. To approve payment to E J Howe for grass cutting of churchyard (final cut) for invoice number 928 dated 6 November 2018 in the sum of £195.00 (Paid). Proposed by D Napier and seconded by L Brown, all voted in favour.
- e. To approve payment to BHIB Insurance for Parish Council insurance in the sum of £488.95 (Paid). Proposed by D Napier and seconded by L Brown, all voted in favour.
- f. To approve donation to Poppy Appeal in the sum of £100.00. L Brown advised that she felt Parish Council monies should be spent within the Parish and not on charity. At the Parish Council meeting on 24 January 2018, it had been resolved that charitable donations be considered on a case by case basis. A vote was taken and with a 4/2 majority it was **RESOLVED** to make a donation of £100 to the Poppy Appeal.

6. To discuss propose and vote on the following subjects:-

- a. **To consider budget and agree precept for the financial year 2019/20**

D Napier proposed that the grass cutting at the churchyard be removed from the budget together with the grass cutting at the Village Hall.

The Chairman opened the meeting to allow public participation.

G Negus, Vice Chairman, Village Hall Management Committee advised that he respected the proposal to remove the churchyard grass cutting and advised that the Village Hall can afford to have the grass cut at the Village Hall but have always looked to the Parish Council for help in this regard as it is a facility used by the village. However, G Negus advised that he would support the removal of the contribution to the Village Hall as the churchyard grass cutting contribution would also be removed.

D Napier advised that the Parish Council are the custodian trustees of the Village Hall and as such, are required to understand the business of the Village Hall and its finances, it being recognised that the Village Hall Committee is solely responsible for maintaining the Village Hall.

A Thornton advised that the Parish Council has not seen the accounts of the Village Hall for some time and G Negus agreed that these would be provided.

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G Negus advised that the Village Hall are considering installation of solar panels at the Village Hall. The Village Hall will be funding the project however, they require a letter from the Parish Council advising that they have no objection to installation of the same.

D Napier therefore proposed and seconded by A Thornton, that a letter should be sent advising that the Parish Council have no objection to the installation of solar panels at the Village Hall, all voted in favour. Clerk to send letter.

The Chairman closed the meeting to the public.

The discussion moved on to the election and likely costs, should there be a contested election. It was agreed that the Council should make allowance in the budget for such an event.

It was proposed by C Allen and seconded by A Thornton that the budget and precept for the financial year 2019/20 should be agreed at £4,400. All voted in favour. It was therefore **RESOLVED** that the Precept Budget for the financial year 2019/20 would be set at £4,400. Clerk to submit precept request.

b. **Charitable donations**

See 5f above.

7. Matters to Report

a. **Financial Balances as at 28 November 2018**

The Clerk advised the financial balance as at 28 November 2018 was £6,883.06.

b. **Asset Schedule Review Update**

A discussion took place and it was agreed that the Asset Schedule was complete as far as possible at the present time. It was also accepted that this will continue to develop over time.

It was advised that the Bowls Club had approached the Parish Council regarding a grant application that had recently been made by the Bowls Club where they were experiencing problems as they did not own the land.

The Chairman opened the meeting to permit public discussion.

G Negus advised that this had now been resolved and the grant from Sport England was to be paid to the Village Hall. A further application would be made to Breckland Council in due course.

County Councillor Fabian Eagle advised that this is a common problem and the Bowls Club would need to have a formal lease in place to be recognised as a separate entity. If the Parish Council were to grant say, a 25 year lease on peppercorn rent, that may resolve the problem and would provide security of tenure to the Bowls Club. F Eagle agreed to provide some guidance in this regard.

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The Chairman closed the meeting to the public.

It was noted that the Inclosure Act identifies four additional pieces of land which are to be included in the Asset Schedule.

c. Highways and Speeding

There is a history of trying to install traffic calming measures in the village. The only things available have been the SAM2 sign and stickers on wheelie bins, both of which have been implemented. The village has a good accident record.

T Osborn, Speedwatch Co-ordinator had recently attended a SNAP Meeting. T Osborn advised that it is the short-term lease/hire vehicles which are difficult to follow up. The Police acknowledge that it is a rat run through Shropham and arrange a Police attendance when possible.

It was noted that there was a dip in the road by the garage. There has always been an element of subsidence at this location. D Napier will report the same to David Jacklin.

F Eagle advised that most villages suffer with speeding issues. F Eagle advised that some villages have installed their own 'Slow You Down' type signs.

D Napier thanked T Osborn very much indeed for his strong contribution to the village through the Community Speedwatch Scheme and also the Neighbourhood Watch Scheme.

F Eagle went on to advise that there are currently two consultations, namely:-

- Norfolk County Council are in the process of agreeing their own budget for the 2019/20 financial year. Council Tax recovered from residents is approximately 25% of the Council's expenditure. A large percentage of expenditure is on Adult Social Services. Social Services Re-enablement Scheme – to help people stay in their own homes
- Highways consultation is available for comment on the A47 – NDR trunk road.

8. Any items to be noted for the next Agenda. None.

9. Correspondence.

The Clerk advised that the Rangers were due to visit shortly. D Napier will follow this up.

10. Public Participation. None.

11. To agree date for next meeting: Wednesday 30 January 2019.
Agreed.

Meeting closed at 8.18 pm

Jo Blackman
Parish Clerk

CHAIRMAN.....

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