

THURSFORD PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 14th May 2018 at the Methodist Chapel following to Annual Parish meeting at 7.00 p.m.

Present: Cllr S Yerby (Chairman), Cllrs V Cushing, S Eckworth, K Plumbly, G Pointer, and C Ross. Cllr Drake from Item 8.
NNDC Cllr A Green (to Item 9)
2 members of the public, Di Dann Parish Clerk.

1. Election of Chairman, declaration of acceptance of office

On a **PROPOSAL** by Cllr Cushing it was **AGREED** to elect Cllr Yerby as Chairman.

2. Election of Vice Chairman

On a **PROPOSAL** by Cllr Ross it was **AGREED** to elect Cllr Plumbly as Vice-Chairman.

3. Welcome and to consider apologies and reasons for absence

NCC Cllr S Aquerone had sent his apologies.

4. Declarations of interest, requests for dispensations by Councillors

Cllr Cushing declared an interest in respect of Item 11 Community Housing Project.
Cllr Yerby declared an interest in respect of Item 15 Church Re-development Project.

5. Minutes of the Parish Council Meeting held on 26th March 2018

On a **PROPOSAL** by Cllr Ross the minutes were **AGREED** and signed by the Chairman.

6. Matters arising on the Minutes (for information only), not included on the agenda

Flooding in Clarks Lane and the Street – The Clerk reported that NCC were due to clear the drain in the Street. It was thought that this had happened and in addition further work had been done on the corner of Balls Lane. However, the water was still running down the Street. The problem could be near to the boundary of the last property in Clarks Lane. The owner would be contacted.

Update on Linden, The Street – The Clerk had received no update from the officer responsible for vacant homes. NNDC Cllr Green had no update either.

7. Public Participation *An opportunity for members of the public to raise questions or concerns*

*Concerns were expressed at the water running down Clarks Lane and the Street
Concerns were expressed at the Potato Cleaning Plant which had been set up on the south side of the Melton Road (adjacent Station Road).*

8. Co-option of a Parish Councillor

On a **PROPOSAL** by Cllr Yerby it was **AGREED** to co-opt Karen Drake.

9. Receive reports from NNDC Cllr and NCC Cllr and Police if attending

9.1 NCC Cllr Aquerone had sent a report which was circulated. The report advised of the success of the Lib Dem Group in reversing planned cuts in bus subsidies and road gritting. Cllr Aquerone was using his increased allowance for seed funding of projects in the Melton Constable division. The BT box in Thursford was one of these projects. His ongoing mobile phone mission had seen the County Council agree to fund surveying kits to communities – the results of which would be built into the County Council's improvement plans. He had seen his motion regarding "sexual harassment, bullying and intimidation in the workplace at County Hall being completely unacceptable in the workplace", passed unanimously. He continued to fight for mobile library services and his next surgery in Monday 2nd July at 6.00 p.m. at Briston Pavilion. Residents are welcome to drop in to this.

The Clerk advised that Cllr Aquerone had donated £113.75 to the Parish Council for the refurbishment of the BT box and the PAT testing of the Defibrillator.

9.2 NNDC Cllr A Green advised that she had been in contact with Planning Concerning the Potato Processing Plant. NNDC were looking for ideas for Market Town Improvements in their towns including Fakenham.

10. To discuss any planning matters

There were none, other than the matter raised in public participation. Clerk to write to the Enforcement Officer at NNDC Planning.

11. To consider possible Community Housing Project

Cllr Cushing advised that the project had progressed following a local meeting between the Housing Enablers of NNDC and Broadland Housing and the land owner. There was potential for a site of twelve properties of which two would be sold on the

open market to support the project financially. The Parish Council was supportive of a consultation event to obtain the views of the community on the project. This would

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take place on Saturday 2nd June on the Village Green, and would run at the same time as the Methodist Coffee Morning and a Plant Stall in aid of the Church 10.00 - midday.

12. Clerk to give a report from the Thursford Assist Group

The Group was hoping to launch at the beginning of July. There was a further preparation meeting on 31st May.

13. Correspondence

13.1 Correspondence list had been circulated and was noted.

13.2 Other matters received since close of agenda

13.2.1 Exposed cabling in Balls Lane. Clerk reported on the local concern at the exposure of BT cables on the bend near to Green Farm Lane. Albanwise Farming (tractors being responsible for damage to verge) had been contacted and NCC Highways had been requested to install bollards to prevent vehicles mounting the bank.

13.2.2 Potato Cleaning Plant on the Melton Road. A letter of concern had been received.

14. Financial Matters

14.1 Agree the Financial Statement 27th March – 15th May 2018 (attached)

On a **PROPOSAL** by Cllr Plumbly the Statement was **AGREED**.

Receipts: Donation from Cllr S Aquerone £113.75

Payments: 11th April Cheque No 496 King & Barnhams Defibrillator Electrical Testing £ 76.50; 14th May Cheque No 497 cancelled, Cheque 498 S Andrew Internal Audit 2017/18 £40.00; Cheque No 499 NNDC Tablet £15.43; Cheque No 500 Came & Co £291.20 Insurance for 2018/19. It was also **AGREED** to give the Chairman an allowance Cheque No 500 £72.00.

The Clerk had advised that another quote had been obtained for insurance from Zurich for £370.36 but it was more expensive. The Council gave approval for the Clerk to purchase paint and primer for the BT Box on her credit card Total £ 69.83. This would be refunded to the Clerk.

Bank Reconciliation (Community Account) at 14th April 2018 £892.20

14.2 Note the report of the Internal Auditor for the y/e 31st March 2018

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4 pages, 3 attachments

DRAFT until agreed at meeting following

This was noted. There were no matters for the Council to address.

14.3 Agree to the signing of the Exemption Certificate for 2017/18

It was noted that both the Gross Expenditure and Gross Income of the Council were under £25,000 and the Council could therefore agree to exempt itself from an External Audit. On a **PROPOSAL** by Cllr Ross this was **AGREED** and the Chairman and Clerk signed the Exemption Certificate.

14.4 Agree the Governance Statement for 2017/18 (AGAR Part 2)

Councillors had been circulated with a copy of the Statement and on a **PROPOSAL** by Cllr Eckworth this was **AGREED** and the Chairman and RFO signed the Statement.

14.5 Agree the Accounting Statement for 2017/18 (AGAR Part 2)

The Council had been circulated a copy of the Accounts for the year ending 31st March 2018, together with a bank reconciliation at the year end and reasons for variations. Noted that the opening balance had had to be re-stated on AGAR, arising because a payment made at the end of the last financial year had not gone through the bank or the cash book. Councillors had also been circulated with a copy of the Statement on AGAR and on a **PROPOSAL** by Cllr Eckworth this was **AGREED** and the Chairman and RFO signed the Statement.

15. Update on St Andrews re-development project

Cllr Yerby advised that it was a requirement of English Heritage that the Church should be open and it had been decided to leave it open but lock the vestry. This had incurred an additional insurance fee of £100. The refurbishment project of the Church was working towards better access, a toilet and servery, and moving the Elizabethan window in the Vestry to the Chapel. A soil percolation test had taken place and the final costing on the complete project could now be obtained. Once known, the PCC would be able to apply to grant funders.

16. To note the date of the next meetings Monday 3rd Sept; 12th Nov (Budget Meeting)

Noted that the next meeting might need to be moved forward so that the results of the Community Consultation could be discussed.

There being no further business the meeting closed at 8.15 p.m.

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Chairman

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Date

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