



## THURSFORD PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Monday 27<sup>th</sup> March 2016 at the Methodist Chapel

**Present:** Cllr J Bolam (Chairman), N Jenkinson, Plumbly, Pointer and Ross.  
NCC Cllr D Ramsbotham, NNDC Cllr A Green  
3 members of the public, Di Dann Parish Clerk.

#### 1. Welcome and to consider apologies and reasons for absence

The Chairman advised that Cllrs Cushing and Yerby had sent their apologies (unwell). These were noted and accepted.

#### 2. Declarations of interest by councillors in any of the agenda items

There were none.

#### 3. Minutes of the Parish Council Meeting held on 9<sup>th</sup> January 2017

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

Noted that no further information was available on the gates stolen from the churchyard. This was a matter for the PCC.

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

Cemetery Working Party. Noted that this had taken place on 19<sup>th</sup> March and the Chairman thanked everyone involved. The cemetery looked much tidier.

#### 5. Close the meeting for Public Participation

5.1 NCC Cllr D Ramsbotham. He advised that the NCC budget would be increased by 4.8% with 3% of this going on Adult Services and 1.8% going into the general fund. There had been "back room" savings of £48 million although a further £25 million would need to be saved in the next two years. Government would require councils to bid for funding from 2020. The Parish Partnership grants would be available for 2017/18. He had hopes that the Dudgeon cable route would be repaired by the summer and asked for problems to be reported to the Highway Engineer. Further funds were available from Dudgeon. He was trying to do something about speeding traffic, and asked for support with his campaign.

5.2 NNDC Cllr A Green. NNDC council tax was not being raised for the seventh year although parking fees had been raised along with beach hut rents. Cllr Bolan raised the matter of "Lynden" on

The Street, a property unoccupied now for six years. Cllr Green would raise the matter with the Officer at NNDC.

***An opportunity for members of the public to raise questions or concerns***

*Mr G Cushing Clarks Lane not in his ownership and therefore he had no responsibility*

**6. Highway and Footpath matters**

6.1 Clarks Lane Drainage. The Chairman advised that he had circulated a letter to householders with the possible options for drainage. He had had two replies and an e mail had been received from Cllr Cushing advising that the lane was not in the ownership of Messrs G Cushing. After discussion on a **PROPOSAL** by Cllr Plumbly it was **AGREED** not to take any action. It was however noted that NCC would shortly be jetting the drain near to the junction of Clarks Lane with the Street.

6.2 Parish Partnership Grant – Thursford Green sign on Walsingham Road. It was noted that NCC had awarded the 50% grant for the sign and on a **PROPOSAL** by the Chairman it was **AGREED** to pay a cheque for £250 to NCC as the Parish Council contribution. The Chairman signed the agreement form necessary to progress with the project.

**7. Correspondence**

7.1 The attached correspondence list was noted.

7.2 Food Production Club – requesting support for planned visit of Baroness Gillian Shepherd to a 2018 event (no costs are involved). Noted and support given for the event.

7.3 Other correspondence received after 19<sup>th</sup> March:

7.3.1 Carillion. Noted that the reinstatement of the cable line in mid- June with margins and banks being completed with hedge planting from October 2017.

7.3.2 NCC local election campaign. A poster to display the NCC elections in May 2017.

7.3.2 Melton Constable Focus Newsletter from the Liberal Democrats regarding the mobile phone service. Noted.

7.3.4 Office of the Police Commissioner. An invitation to attend the meeting between the PCC and the Chief Constable at NNDC Offices on Tuesday 28<sup>th</sup> March from 5.00 p.m. was noted.

**8. To discuss any planning matters**

8.1 Planning Ref PF/17/0314 Aveling Lodge, The Meadows. To allow property known as Aveling Lodge to be used for permanent residential accommodation. Members agreed to support the application.

8.2 Planning Ref PF/17/ 0410 Clover Cottage, Heath Lane. Erection of single storey link extension and conversion of garage to ancillary accommodation. Members agreed to support the application.

8.3 Planning Ref PF/170390 Station Farm Barns, removal of condition 2 on planning permission PF/01/0606 to permit full residential use. Members agreed to support the application

8.4 NNDC new Public Access Planning System. The Clerk advised of the new system, which meant that all planning matters would in future be available only on line. It was **AGREED** to delegate decision making on planning applications to the Clerk, when applications were received between meetings. The Clerk would advise members and request individual views. The matter would be kept under review.

#### 8.4 Other matters:

8.4.1 PF/17/0116 Variation of Condition No 2 Ref PF/15/1794 Cottage Farm, Walsingham Road. Permission - noted.

8.4.2 Non-material amendment request to permit installation of nine solar panels to west elevation roof slope Cottage Farm, Walsingham Road. Approval – noted.

### 9. Financial Matters

#### 9.1 Financial Statement for the period 10<sup>th</sup> January – 27<sup>th</sup> March 2017

Members had received a copy of the Financial Statement from the Cash Book and on a **PROPOSAL** by Cllr Ross this was **AGREED**.

Receipts £100 Messrs. Howell Memorial, £248.21 HMRC VAT refund for 2016/17. Payments Cheque 460 N Jenkinson £7.49 (Stump killer); 461 D Dann £213.09 Clerks Salary (£129.90 and Expenses £83.19); Cheque 462 Ladywell Accountancy £35.00 (Payroll for 2016/17); Cheque 463 HMRC £32.60 (ITX payment for Jan-Mar); Cheque 464 Chris Rheinberg Associates £330.00 (Clerk Training for Website); Cheque 465 NCC £250 (Parish Partnership 50% grant award). Payment would become due soon for Baileys – 3 bags of topsoil on the allotments. Bank Reconciliation at 14<sup>th</sup> March Current Account £1719.56 NSI Account £7095.85

9.2 Appointment of Internal Auditor. It was noted that Mrs S Andrew was unable to do the Internal Audit and on a **PROPOSAL** by the Chairman it was **AGREED** to ask Mr B Summerlee to undertake this work for the fee of £40.

9.3 Village Archive Expenses. Cllr Jenkinson explained that he wished to progress his work and on a **PROPOSAL** by the Chairman it was **AGREED** to pay up to £100 for costs arising from the project.

9.4 Clerks Salary. On a **PROPOSAL** by the Chairman it was **AGREED** to increase the salary of the Clerk to £700 p.a. from 1<sup>st</sup> April. This had been included in the budget.

9.5 The Pensions Regulator. The Clerk advised of the staging date of 1<sup>st</sup> May for the automatic enrolment of the workplace pension. A letter had been written to the Clerk, as required (noting, that there was no automatic requirement for membership of a scheme). A declaration of compliance would be required by October 2017.

**10. Update on St Andrews Re-development project.**

The Clerk advised that the Architect was now preparing plans and requesting quotations for work to be included in the faculty application. The faculty would include all aspects of the improvement work needed in the church – the installation of the servery, toilet and repair of the glass windows in the south side of the church and move of the stained-glass window from the vestry to the Chancel.

**11. To note the date of the next meeting and set date for litter pick**

The date for the litter pick was set for Saturday 8<sup>th</sup> April commencing at 10.30 a.m. from Holly Lodge.

The date of the next meetings were Monday 15<sup>th</sup> May; 4<sup>th</sup> September; 13<sup>th</sup> November.

There being no further business the meeting closed at 8.00 p.m.

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Chairman

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Date