



THURSFORD PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 4th September 2017 in the Methodist Chapel at 7.00 p.m.

Present: Cllr J Bolam (Chairman), Cllrs N Jenkinson, G Pointer, C Ross and Cllr Yerby.
NNDC Cllr A Green

3 members of the public, Di Dann Parish Clerk

Mr Graham Connolly was in attendance for item 3.

1. Welcome and to consider apologies and reasons for absence

Apologies were received and accepted from Cllr Plumbly (work).

NCC Cllr S Aquerone had sent apologies.

2. Declarations of Interest by Councillors in any of the agenda items

There were no declarations of interest.

3. Graham Connolly, Local Housing Enabler, Community Housing Fund

Mr Connolly was welcomed by the Chairman. He explained about the Community Housing Fund, which was housing developed by and for the community – some other examples were Alms Houses and more recently Community Lead Trusts and Co-operatives. All these projects allowed the local community to make the decisions, allow community ownership or stewardship and provide housing assets for the community in perpetuity. Government had set aside money to support this and specifically, for rural areas which experienced negative impact from the housing market (second and holiday homes and more expensive property prices). NNDC funding received from government totaled £2.4 million. Sites developed would provide 8 / 10 homes or fewer and an ongoing income for communities or a lease back scheme (from ground rent) if provided through a housing association.

There was some discussion on possible sites in the parish. The matter would be considered further.

The Chairman thanked Mr Connolly.

4. Minutes of the Parish Council Meeting held on 15th May 2017

Following a **PROPOSAL** by the Cllr Yerby the minutes were **AGREED** and signed by the Chairman.

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

5.1 Defibrillator retraining event was yet to be arranged.

5.2 Item 10 Linden The reply from NNDC was read. The Clerk was asked to write again, as 3 months had passed since this letter had been received and nothing had progressed with the site.

5.3 Drain in the Street. The Clerk would see if Highways had cleared the drain near to No 1 The Street.

6. Close the meeting for Public Participation

Receive reports from NNDC Cllr Green and NCC Cllr Aquerone and Police if attending

NNDC Cllr Green advised that Kier might be collecting bins late following the bank holiday.

She had received complaints about the NNDC proposals to sell off the Highfield Road Car Park site in Fakenham. Cllr Jenkinson raised his concerns. A letter of support would be sent to Fakenham Town Council and a letter of objection to NNDC.

Cllr Green gave a report on behalf of NCC Cllr Aquerone. The Liberal Democrats were fighting to make sure there were no cutback with the library services, NCC being £100 million in deficit. Adult Services were under pressure and Childrens' Services were in special measures. The Northern Distributor Road was 10% over budget. A new mobile phone service was being installed in Weybourne.

7. Highway and Footpath matters

The Clerk advised that the new Thursford Green sign had been erected on Walsingham Road. NCC had made a refund to the Parish Council for the project. Potholes would be reported to NCC.

8. Correspondence

8.1 Refer attached correspondence list

8.1.1 Definitive Footpath Map. Letter received from NCC was read. It was noted that following advertising, the route would be included on the definitive footpath map as a Restricted Byway with private vehicular access rights.

8.1.2 Re signs at road junctions on A148. Local concerns had been received but it was noted that the signs had been re-sited further away from the highway.

8.1.3 Possible development at the Collection. The Chairman advised that further car parking would be needed for the staff at Christmas Show time. The Collection had used the Mann's site last year, but this was no longer sufficient. Staff could not use the public parking area as this

was needed for customers. It would therefore be necessary to expand the car parking in the field

behind the old barn off the Street. There were plans to develop this site but the Chairman had been assured by Mr C Cushing that these development plans would not take place for 3 years.

8.2 Correspondence received since close of agenda

8.2.1. Police priorities. These were noted: continuing with the developing of community speed watch schemes; anti- social behavior at the Millennium play park in Fakenham; vehicles parking and causing obstruction in Fakenham and neighbouring parishes

9. To discuss any planning matters

9.1 Planning Application Ref 17/1138 at 22 Station Road, Change of use from storage building to self-contained holiday accommodation. Parish Council raised objection as it had concerns about the access to the site. Noted that there were local concerns about drainage and the access.

9.2 Other planning matters – planning notices

The Clerk would enquire why the sign on the site had only been displayed for 1 day. Cllr Green advised that NNDC were no longer placing planning signs on sites or sending planning notices to clerks for display. This would be queried by the Clerk as neighbours needed to know that planning applications had been lodged.

10. Financial and Governance Matters

10.1 Financial Statement for the period 16th May – 4th September 2017. On a **PROPOSAL** by Cllr Ross the following payments were approved: 4th Sept Cheque No 474 Ladywell Accountancy Services Payroll services for 2017 £35.00; Cheque No 477 Mr N Jenkinson Refund for compost for the tubs on the Green £ £13.86; 30th Sept Cheque No 475 D Dann Clerk Salary July – Sept £140.00; Cheque No 476 HMRC ITX payment July – Sept £35.00. It was noted that a refund of £98.32 had been received from NCC. Bank Reconciliation at 14th July 2017 £8295.90.

10.2 General Data Protection Regulations. The Clerk advised that the Regulations were being expanded and would apply from May 2018 with councils being expected to put the requirements in place ahead of this date. It was noted that the council would be the data controller and the Clerk the Data Protection Officer (DPO). An audit had been completed to identify the documents which were being retained by the council and contained personal information. It was important for all members of the council to understand the responsibilities for data protection and a policy had been written by the Clerk to advise on procedures. It was **AGREED** to adopt the policy. The Clerk's job description would be amended to include the role of DPO.

10.3 Exemption from External Audit 2017/18. It was noted that the council would not exceed the £25,000 threshold during the financial year 1017/18 and could thus exempt itself from the need for an External Audit. On a **PROPOSAL** by the Chairman it was **AGREED** to exempt the council from this requirement and a notice would be placed on the website and the parish noticeboard to this effect.

10.4 Contract for Mowing. The Clerk advised that this was due for renewal in March 2018. Cllr Jenkinson asked if the area near to the bench (soon to be erected near the church path) could be included in the contract. There was concern about the standard of the recent cut in the car park area.

Mr Markham would be thanked for his efforts with the cutting of the footpath linking the Green to the Church.

11. Update on St Andrews Re-development project

Cllr Yerby advised that final plans were now completed for the re-development of the church and there would be a Saturday morning event in the Church to explain the proposals. This included the kitchen and toilets (in the vestry) and associated drainage works, creating a new vestry in front of the south porch; re-siting the Elizabethan window from the vestry to the chapel and repairs to the south facing windows which had bowed. Quantity surveyor figures were awaited. Once these figures were through a costing for various aspects of the project could be obtained.

He gave details of the various events taking place in the Church during the Autumn. The Harvest Supper would take place on 21st September; a concert with the Samphires on 15th October; an evensong with the Richeldis Singers on 19th November; Double Octave Christmas Concert on 7th December. There would be a Macmillan Coffee Morning at Wisteria Cottage on 30th September.

12. To note the date of the next meeting and date of meetings for 2018

Monday 13th Nov 2017

Provisional dates for meetings in 2018: Jan 29th, Mar 26th, May14th, Sept 3rd, Nov 12th

The Clerk was asked to arrange a date for a litter pick before the end of October.

There being no further business the meeting closed at 8.10 p.m.

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Chairman

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Date