

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

10th February 2014 at 7.30 p.m. at St Mary's Church, Burston

Present: Len Hobson Chair
Alison Wakeham
Christine Stevens
Keith Lankester
Nigel Frankland
Tom Grieve

Pam Anderson Clerk to the Council

Cllr Keith Weeks, Cllr Beverley Spratt and 1 resident attended for part of the meeting

Action

159. Apologies

159.1 There were no apologies for absence.

160. Declarations of Interest

Councillor	Interest	Reason
N Frankland	Pecuniary	With respect to agenda item on use of Church Green by CAT

161. Resolution to Adjourn the Meeting for Public Participation

161.1 Cllr Keith Weeks advised that a South Norfolk Council cabinet meeting had been held which he had attended, at which finances were discussed. He reported that SNC had approved funding to Tharston and Hapton villages towards replacement of their village hall. He advised that he had supported the application for funding on behalf of Burston and Shimpling towards the cost of the replacement playground equipment.

161.2 Cllr Weeks reported that SNC were doing well on the issue of homelessness. They were aiding people to remain in their own homes when they had difficulties and were achieving this by housing officers speaking one-to-one with residents which it was felt was getting good results. He reported that the Council had turned over 45% of applicants on the housing list and had built 500 affordable houses, putting SNC in the top 5 or 6 of local councils for number of houses built.

161.3 Cllr Weeks noted that SNC were organising litter picks and asked the Clerk if details had been received. PA confirmed they had and advised that she had forwarded them onto NF for consideration by CAT.

161.4 Cllr Weeks reported that regulations had now been brought in that SNC must allow members of the public to record proceedings of council meetings. He was not sure whether this applied to parish council meetings at this time.

161.5 Cllr Beverley Spratt advised that a big budget meeting was imminent and it was proposed to cut £1million from the road maintenance budget of £28.5 million. He noted that £26,000 had been spent on claims for repairs to vehicles which had been damaged due to pot holes on the highways.

Action

It was proposed to use the money cut from the highways budget on children's services. A proposal had been made to cut costs by reducing the number of times salt bins were replenished. BS advised that NCC were again freezing the council tax.

- 161.6 Cllr Spratt reported that a decision was awaited on the issue of the incinerator at King's Lynn which was with Eric Pickles. BS reported that the incinerator located outside Ipswich was working very well.
- 161.7 Cllr Spratt reported that NCC were considering a change from a cabinet system to a committee system. This was being discussed by NCC as an agenda item as costs would be incurred in a change to the system.
- 161.8 Cllr Spratt noted that the Highways Rangers were visiting the parish. LH advised BS that the PC were having very useful highways meetings with Gary Overland.
- 161.9 LH asked if the resident present had anything he would like to raise but he did not.

162. Minutes of the Parish Council Meeting of 13th January 2014

- 162.1 LH proposed and KL seconded that the minutes of the Parish Council Meeting of 13th January 2014 were adopted as a true and accurate record which was agreed by all.

163. Matters Arising from the Minutes of the Council Meeting of 13th January 2014

- 163.1 There were no matters arising from the minutes of the meeting held on 13th January 2014 which were not covered by the agenda.

164. Correspondence (not separate agenda item)

- 164.1 It was noted that details of the litter pick campaign had been passed to NF for consideration by CAT. If a litter pick went ahead details would be passed to CS for inclusion in the Planet.
- 164.2 All other correspondence received was noted as listed on the appendix attached to these minutes.

165. Planning

- 165.1 No planning applications or decisions had been received.

166. Accounts to Approve for Payment and Finance

- 166.1 Statement of Accounts. CS proposed and KL seconded approval of the statement of accounts as at 5th February 2014 and the payment of the following in accordance with the budget and as the approved schedule of payments presented at the meeting, which was agreed by all.

Chq. No.	Payee	Details
101415	P Anderson	Clerks Salary, Expenses and Office Supplies 1st- 31 st January 2014
101416	Jim Howard (Just Jim)	Caretaker Duties January 2014
101417	Berryman	Bottle bank rental January 2014
101418	Burston PCC	Half Year rent for hire of St Mary's Church
101419	Burston PCC	Churchyard Grant 2013/14

Action**167. Donation Requests**

167.1 Consideration was given to requests received during the financial year for donations to charitable organisations. PA advised that £90 was remaining in the charitable donations budget heading. Three requests had been received. These were from:

- Norfolk & Suffolk 4x4 Response
- Norfolk Age UK
- Magpas – The Emergency Medical Charity

After consideration it was resolved to donate £30 each to the 3 charities listed above.

168. Use of Church Green by Unite for the Burston Strike School Rally

168.1 A request from Unite has been distributed to Councillors for consideration. Unite proposed to hold the Strike School Rally on 7th September 2014 and had requested permission to use Church Green. A risk assessment had been received but it was felt that it was not detailed enough on assembly points or plans for crowd control.

168.2 After consideration it was resolved to permit Unite to use Church Green on 7th September 2014 for the Strike School Rally. It was agreed that PA would respond to Unite and would again ask for a donation to the Parish Council for this facility. PA was also requested to request most details on crowd control for the event and alert Unite to complaints received from last years rally of unacceptable language used over the loud speaker system which had been clearly audible to local residents.

PA**169. Use of Church Green by CAT for an event on Saturday 6th September 2014**

NF left the meeting

169.1 A request from CAT had been distributed to Councillors for consideration. CAT wished to hold a Jazz Barbeque on Church Green on Saturday 6th September 2014. After consideration it was resolved to permit CAT to use Church Green for this event. They would be requested to provide a risk assessment to the Parish Council prior to the event.

NF rejoined the meeting.

170. Co-option of Parish Councillor

170.1 PA reported that she had been advised by the Electoral Officer at SNC that no request had been received for an election within the 14 day period and the parish council were now able to co-opt a suitable candidate. It was agreed that a flyer would be produced for distribution around the parish advertising the vacancy. An article would also be put into the Planet.

LH**171. Resignation of Parish Clerk**

171.1 The Council had been previously advised of the resignation of the Clerk from the post of Clerk to Burston and Shimpling Parish Council with effect from 31st March 2014. The clerk's letter of resignation was circulated to all councillors. LH thanked PA for the work she had undertaken for the Council during her term of office.

171.2 LH outlined issues which had been discussed at a meeting between himself, AW and PA on matters to be considered in order to undertake a handover to a new clerk. LH advised that PA had offered to carry out various end of year procedures if Council wished beyond her final date of employment. A rate of pay for this would need to be agreed.

Action
LH

171.3 It was agreed that LH, AW and one other councillor would meet to discuss the recruitment of a new clerk and LH would produce an advertisement for publication.

172. Date of the Annual Parish Meeting

172.1 It was agreed that the date of the Annual Parish Meeting would be 28th April 2014.

173. Date of the next Parish Council Meeting

173.1 The date of the next meeting would be 10th March 2014. Councillors were requested to advise the Clerk of any agenda items for inclusion at that meeting. **ALL**

The meeting closed at 8.20 p.m.

APPENDIX I – MINUTE 164.2

SCHEDULE OF CORRESPONDENCE – not on agenda

	Subject	Received From	Contents
1.	Norfolk Gritting Routes	NCC	Gritting Routes Leaflet
2.	Joint Core Strategy	Greater Norwich Development Partnership	Notice of Adoption
3.	Weekly Update for NALC members	NALC	Update for week ending 17.01.14
4.	Weekly Update for NALC members	NALC	Update for week ending 24.01.14
5.	Weekly update for NALC members	NALC	Update for week ending 31.01.14
6.	Community Ranger Visit	NCC Highways	Details of work carried out during last visit by Rangers
7.	Parish Crime Statistics	Norfolk Police	Statistics for January 2014
8.	Norfolk RCC E-newsletter	NRCC	November 2013 Issue
9.	Autumn Statement 2013	NALC	Details of Autumn Statement made by the Chancellor of the Exchequer
10.	Workshop Invite	Laura Woollacott, SNC	Event Management Workshop 29.01.14
11.	Temporary Traffic Restriction Order	NCC	Details of temporary road closure
12.	Weekly Update for NALC members	NALC	Update for week ending 20.12.13
13.	Diary Date	Office of the Police & Crime Commissioner	Consultation on 2014/15 Precept proposal
14.	Parish Crime Statistics	Norfolk Police	Statistics for December 2013
15.	Weekly Update for NALC members	NALC	Update for week ending 10.01.14