

BURSTON AND SHIMPLING PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
8th July 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

Ann Baker attended the meeting.

Action

44. Apologies

44.1 No apologies were received. Cllr Keith Weeks had advised he would be unable to attend.

45. Declarations of Interest

45.1 There were no declarations of interest.

46. Resolution to Adjourn the Meeting for Public Participation

46.1 The District and County Councillors were not present at the meeting. No residents were present at the meeting. LH asked Ann Baker if she had any questions she would like to raise but she had none. The meeting was reconvened.

47. Minutes of the Parish Council Meeting of 9th June 2014

47.1 AW proposed and NF seconded that the minutes of the Parish Council Meeting of 9th June 2014 were adopted as a true and accurate record which was agreed by all.

48. Matters Arising from the Minutes of the Parish Council Meeting of 9th June 2014

48.1 35.2 – Rectory Road. LH reported that he had emailed Saffron Housing to advise them that NCC Highways could do nothing to alleviate the parking problems in Rectory Road. LH noted that it would now be necessary for the Parish Council to pursue the matter with Saffron Housing.

48.2 36.1– Community/Memorial Garden. KL advised that he had some outstanding work to carry out on the hedging. He reported that the area at the rear of the playing field was no longer being cut by Norse and this area had originally been designated for the wildflower meadow.

48.3 36.4 – Replacement of Playing Field Equipment. NF reported that letters had gone out for equipment companies to tender and a response had been received from Geoff Marriott who had formerly been part of Joy Playgrounds. NF advised that responses from the other companies were awaited.

Action

- 48.4 37.2 – Compostable Toilet. CS reported that she had looked at the costs of compostable toilets which were quite expensive. It was agreed to discuss this at a future meeting.
- 48.5 38.2 – BOAT 36. NF reported that he was trying to get an update from Norfolk Council Council on the issue of the BOAT. This action would be carried over to the next meeting.
- 48.6 39.1 – Don Swanton Award. LH had been actioned to amend the Terms of Reference. This had been completed.
- 48.7 40.1 – Co-option of Parish Councillor. LH reported that further adverts had been inserted in the 3 local publications. To be an agenda item at the next meeting.

49. Correspondence (not separate agenda item)

- 49.1 All correspondence received was noted as listed on the appendix attached to these minutes.

50. Planning

- 50.1 No notifications of decisions or planning applications had been received for consultation.

51. Accounts to Approve for Payment and Finance

- 51.1 Statement of Accounts. AW proposed and LH seconded approval of the statement of accounts as at 2nd July 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
101446	Just Jim (Jim Howard)	Village Caretaker
101447	P Anderson	Clerking and RFO Duties 1 st -30 th June 2014
101448	Berryman	Bottle bank rental and collection June 2014
101449	K Abraham	Internal Audit
101450	Getmapping Plc	Parish Online Subscription

- 51.2 The Internal Audit Report had previously been distributed to Councillors. The contents were noted. LH proposed and CS seconded acceptance of the report. All were in agreement.

52. Recruitment of Parish Clerk

- 52.1 LH offered Councillors the opportunity to raise questions on the appointment of Ann Baker to the position of Parish Clerk. There were no questions. LH advised that a commencement date was yet to be agreed and LH would finalise a contract of employment for AB to sign.
- 52.2 LH proposed and AW seconded the appointment of Ann Baker to the position of Parish Clerk. All were in agreement. LH welcomed AB to the Parish Council.
- 52.3 It was noted that there was a conflict of meeting dates with Dickleburgh Parish Council. After consideration it was resolved to hold Parish Council meetings on the last Monday of the month.

Action

53. Date of Next Meeting

53.1 After consideration it was resolved not to hold a meeting in August. It was agreed that in that event of something specific occurring a meeting could be called. The date of the next meeting would be Monday 29th September 2014.

53.2 Agenda Items for the next meeting:

- Roles and Responsibilities
- Public Rights of Way and Footpaths
- Report from PFAC on Playing Field Equipment, Community Garden and WWI Event
- Compostable Toilet
- BOAT 36
- Football Pitch
- Co-option of Parish Councillor

The meeting closed at 8.00 p.m.

APPENDIX I – MINUTE 49.1**SCHEDULE OF CORRESPONDENCE – not on agenda**

	Subject	Received From	Contents
1.	Donation to Burston Primary School	Carol Green, Headteacher	Thanks for donation
2.	Annual RoSPA Inspection	The Play Inspection Company	Acknowledgement of Order
3.	Weekly update for NALC members	NALC	Update for week ending 06.06.14
4.	Weekly update for NALC members	NALC	Update for week ending 20.06.14
5.	Weekly update for NALC members	NALC	Update for week ending 27.06.14
6.	Norfolk RCC E-newsletter	NRCC	June 2014 newsletter
7.	Parish Crime Statistics	Norfolk Police	Statistics for June 2014