**WOOD DALLING PARISH COUNCIL**

***Draft Minutes of the Annual Parish Meeting held on Tuesday 10th May 2016 at 7.00pm in the Village Hall, Wood Dalling.***

**Present**: Kerry Oldfield (Chair), Jonathan Rodwell (Vice Chair), John Child, Rory Harrold, Helen Dixon, John Rawlinson, Kirsty Cotgrove (Clerk), 2 parishioners.

**1.** **Chairman’s Welcome and apologies for absence**

The Chair welcomed everyone to the Annual Parish Meeting and apologies were noted and accepted for Alex Clark-Rudd, and Stephen Bridges (PCSO).

**2. Minutes of the meeting held on 12th May 2015**

The Minutes of the meeting held on 12th May 2015 were agreed and signed as a true record.

**3. Matters arising from minutes**

None.

**4. Reports from Village Organisations and Local Members**

**- James Joyce, County Councillor.**

None.

**- Greg Peck, District Councillor.**

Service improvement and efficiency-

A Broadland we have been working hard to improve our services whilst cutting costs. As vice chairman of the service improvement and efficiency committee (SIEC) I and my colleagues have been working, together with Broadland Council employees, to identify savings whilst not cutting services. The success we have had so far can be seen in your Council Tax bills, where you will notice that the BDC portion has not increased (whereas NCC & the police precept have!). Staff engagement is the key and BDC is regularly featured close to the top of the ‘Best Company to Work For’ category.

Economic success and Business Development-

We have increased the number and value of funding for Broadland businesses we have helped to obtain grants from external sources. We also provided help and guidance to 307 businesses last year; assisting with planning issues, food production issues, new premises searches, grant funding, training support, and a large amount of marketing, promotion and networking advice. We also dealt with 75 community and voluntary groups with a similar range of issues. We are trying to increase the number of apprenticeships in Broadland and last year 40 Broadland businesses were encouraged to take on apprentices.

Broadband and Mobile Phone Signals-

As part odd a BDC initiative to get improved broadband and mobile phone coverage to all parts of Broadland, shortly after my election in May, I carried out a survey of broadband strength and mobile phone signals in the Eynesford ward. I included both business and private users in Wood Dalling in the survey. The data is being used to set priorities for improving broadband coverage in Broadland, The District Council is working with the Government and the providers to improve the service to all areas. If any resident are suffering a very poor broadband connection please contact me and I will work with them to see what can be done.

Waste Collection-

I have received feedback from residents about the service provided for waste collection. Residents overwhelmingly believe they are getting a good service. However, if any resident has any issues with their waste collection let me know.

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We are working to maximise recycling and reduce the amount that goes to landfill. We have one of the best recycling rates of all councils. The recycling rate has increased by nearly 3% over the last year and we continue to look for ways to further improve our recycling year on year.

Planning-

Since my election last May I have followed up a number of planning issues with Broadland planning department at the request of the Parish Council. I am always available to give advice to residents on planning matters.

Health and Wellbeing-

BDC is promoting healthy lifestyles and encouraging behaviour change through schemes like Broadly Active, Active Norfolk, etc. We are seeing an increase in participation and success rates. We are also promoting a new weight management course, Park Runs, and activity clubs. If any residents are interested in any of these schemes please contact me.

KO thanked GP for his report, and updated the PC the Wi-Spire will be carrying out a survey in the next 2 weeks to see which Parishioners can get it. GP advised that Heydon may be getting Wi-Spire, but there is some local opposition. He advised that there is a Government voucher scheme to assist with costs. These vouchers can also be used for satellite broadband if necessary.

**- Wood Dalling Village Hall.**

As no village hall representative was present, JRaw read the following report-

Following on from my report last year, those with doubts about holiday caravans at the village hall had their fears laid to rest by mid-summer as the Caravan & Camping Club refused our application, we having already been turned away by the Caravan Club. So – end of story.

I was sorry to lose JRAW as a valued Committee member at the end of last calendar year, but pleased to welcome Katie-Jo Claydon onto the committee in February this year.

We had a good year with the usual hard work to raise fund for the village hall. One of our main activities last year was Open Gardens at the beginning of July. The day was unfortunately blessed with rain! Not many folk ventured out to look round gardens but stayed home, and we only raised £1100. The annual fete in September was greeted with a fine day, and we raised almost £1000. In the autumn the Quiz and Bridge Evening raised in excess of £600. Together with this income and the income from the coffee mornings, small events and lettings we have managed to end up financially almost where we started. That despite having new blinds fitted to all the windows and buying a new finishing mower to cut the village hall field: it has been delivered but as yet we are unable to use it because the ground is so wet.

Although we have a healthy bank balance at 31st March 2016, this can soon be whittles away if fundraising is not pursued. However, with new members on the committee with new ideas and plenty of gusto I am sure this will not be a problem. Now that the hall is in such good repair and so well equipped, plus adequate outside space and car parking, I feel that it could provide a good venue for weddings, parties and events of all kinds, both domestic and corporate. Surely the key is wider and more aggressive advertising and not to hide our light under a bushel. Such lettings could provide some of the much needed income so reducing the work put in by the ever willing committee and village members. My thanks again to Georgie Rodwell for auditing our accounts. Amanda will you please let Georgie know how much we appreciate her work and advice over the past 4 years and give her this plant as a very small ‘thank you’.

My thanks as always to members of the committee for their hard work but especially to Amanda. As most of you know, Amanda is standing down from the committee having been treasurer for the last 4 years, taking the job on when finances were not so rosy! During her tenure accounting procedures have been set up so we know precisely how

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much cash we have at all times, which is considerably more than we had 4 years ago.

As you know, I am standing down this year. I wish the committee well and I have told David Jones who is taking over as secretary that I will always help if I can, don’t be afraid to ask.

I will now be a ‘friend’ of the village hall and just make the odd cake or two when asked!

KO thanked JRaw for reading the report and requested clarification as to who is on the committee now. JRaw stated that he thinks that Beryl McMaster is the treasurer, and Louise Doyle is the booking clerk. There is a vacancy for the chair role, if anyone is interested.

**- Jonathan Rodwell Parochial Church Council Representative**

We held a very successful Carol Service at Christmas, attended by a congregation of more than 100, and we thanked all those who helped, be it singing in the choir or helping with refreshments.

The Parish also took part in the annual charity cycle ride, which raises money for the Norfolk Churches Trust as well as our own church at the same time. We would welcome new volunteers for the next ride, which will take place in early September.

We have revised the arrangements for cleaning the church, and we would like to thank the group of new volunteers who have agreed to meet together to do the cleaning, on the basis that many hands make light work. It turns out to be quite a social occasion, and again we would welcome any further volunteers, and we promise it will not be too onerous.

The leak in the chancel roof worsened during the year. This was a problem we have known about for several years and it was decided that something should be done about it sooner rather than later. The architect has drawn up an outline of what is required, with a cost estimate of £80,000-£100,000, and we are in the process of trying to find funds.

Plans are being drawn up to re-arrange the benefices in the Sparham Deanery by combining some benefices to better use the available clergy. It is possible that we will then be part of a group of 11 parishes rather than the existing 4, and it remains to be seen how exactly that will affect our parish.

KO thanked JRod for his report. JRaw commented that the cleaning of the church was good fun.

**- Stephen Bridges, PCSO**

As SB had sent his apologies, his report was read by KO, who also explained the police’s new logging systems.

There were 5 recorded crimes for Wood Dalling from 01/04/15 – 31/03/16; 1 burglary from a dwelling, 3 violence against a person, and one theft. This is compared to 4 in the previous year. The SNT held their latest meeting on 5th April 2016 with the priority for the next 3 months being Burglary dwelling and burglary other than dwelling. There have been a number of thefts in the Broadland area recently. Thieves are targeting outbuildings and private farm land. Police ask residents to ensure their property is kept secured and keep a look out for suspicious activity. Any activity should be reported to 101, but if a crime is in progress, to call 999.

There were no questions.

**- Jeff Topp, newsletter editor**

JT advised that he has now been in role for just over two years. 125 copies are produced by Posters by Design. There is an issue once every two months, and a cost of £37.50 per issue, totalling £220 per year. The newsletter format is A5 and 12 pages in black and

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white. Photos are kept to a minimum, to keep costs down. JT tries to include articles

submitted by parishioners. There are 9 volunteer deliverers currently. Extra copies of the newsletter used to be left in the shop for people to pick up, now they are left in the church.

KO thanked JT for his report and all his hard work producing the newsletter. It was agreed that it is very important to keep people in touch in the village.

**- Kirsty Cotgrove, Clerk’s report**

2015-16 has been another stable year for the Parish Council. Finances continue to be healthy, despite spending nearly £8000 on repairs to the Town House. This was work which was budgeted for, and will maintain the integrity of the building.

I have spent the last 9 months working towards the Certificate in Local Council Administration, which is the professional qualification for Clerks. This has taken up a large amount of my time, but has helped hugely in my professional development. Once I have successfully completed this, it will give the Council more freedom in what we can do and what we can support.

Highways issues continue to take up a lot of my time and I continue to report all problems to NCC for their attention.

If anyone has any queries or issues, I am always happy to hear from you.

**- Kerry Oldfield, Parish Council Chairman.**

2015-16 has proved another smooth year for WDPC.

WDPC undertook major improvement and repairs to the Town House during the past year. We have now completed the reroofing of the property and built the adjoining party wall within the roof to full height. It has had new insulation installed in the roof, new skylight and a new party chimney built between the Town House and its neighbour. The party chimney was in a dangerous state and had to be pulled down and rebuilt. WDPC paid for this chimney and party wall rebuild with no contribution from the owner off the neighbouring property.

With the help of a £500 grant from the Clan Trust, the parish has purchased and installed a defibrillator at the village hall. One training session has already been held at a village coffee morning. More will be arranged if there is demand. However, it must be made clear that the defib is designed to be used by untrained members of the public, as it ‘talks’ the used through as necessary.

We have had a presentation and informal discussion on the proposed planning application for an 85 bed residential home for the elderly at Red Pitts Farm. To date the application has not been submitted, although it is expected in the near future.

Councillor Helen Dixon has continues to run the grass cutting contract, which is once again with Mow & Grow. A close eye has to be kept on the frequency and quality of these works and we thank Helen for her successful efforts.

Councillor Helen Dixon also organised another successful litter pick in the village during March, this time named ‘Clean for the Queen’ to mark HM’s 90th birthday. Over 20 bags of litter and recycling were collected, plus a double bed! It is so sad that people passing through our village think it is a good place to dump their waste, and I would very much like to give a firm talking to, to the individual who shops at Tesco and dumps their empty lunch packets and drink bottle most Fridays as they travel down Church Hill. A big ‘thank you’ to all who helped on the litter pick.

We welcomed John Rawlinson onto the PC following the election in May 2015. We were sorry to see the retirement of Peter Davies, who had been a long serving councillor& active vice chairman for several years. Peter threw himself wholeheartedly into all PC

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and community events and worked tirelessly for issues about which he felt strongly. He undoubtedly had a positive impact on the village in his years as a councillor.

WDPC offers sincere thanks to Kirsty Cotgrove, who as our Clerk has done an excellent job in her first year. She takes a huge weight off the Chairman’s role and I personally am very grateful to her. We wish her well in her final months of studies to complete her Certificate in Local Council Administration, and have every confidence she will pass with flying colours.

There were no questions.

There being no further business, the meeting closed at 7:28pm.

**Approved as a correct record: Date:**

 **Chairman**

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