**WOOD DALLING PARISH COUNCIL**

***Minutes of the Meeting of the Council Held on Tuesday 10th November 2015 at 7.30pm in the Village Hall, Wood Dalling.***

**Present:** Kerry Oldfield (Chairman) (KO), Jonathan Rodwell (JRod), John Rawlinson (JRaw), Alex Clark-Rudd (ACR) Helen Dixon (HD), John Child (JC) Kirsty Cotgrove (Clerk) (KC)

1 member of the public

**15/86. Apologies for Absence**

J Joyce (County Councillor), Greg Peck (District Councillor), Stephen Bridges (PCSO)

**15/87. Declarations of Interest**

JRaw – Village Hall.

JRod - Church

**15/88. Minutes of the Meetings held on Tuesday 15th September 2015.**

These were signed as true records of the meetings. All agreed.

**15/89. Members of the public register a desire to speak**

Grania Ward-Brown – Town House & Defibrillator.

**15/90. Matters arising from the meetings**

None.

**15/91. Committee reports and recommendations**:

**Police**

PCSO Bridges was unable to attend the meeting, but had emailed a report to the Clerk: From 1st Sept to 31st Oct, there was one recorded crime of assault. PCSO Bridges has reported that with the cold weather domestic heating oil thefts are on the rise. Also there has been a continuance in the theft of tools from work vans in the Broadland area. Security advice was given. The next SNAP meeting is 8th December at the Bircham Centre, Reepham, at 7pm. It was agreed that JC will attend.

**Village Hall**

JRaw reported that the village hall have an issue with their grass cutting, and is it possible to add the grass to the Mow & Grow contract for an additional fee? It was agreed to discuss this in the relevant agenda item.

**Church**

JRod reported that the carol service will be on 16th December at 6:30pm, all are welcome. Hopefully there will be new lights in the chancel, as some of the ones there currently have collapsed. Wi-Spire have acquired further funding so an installation at Wood Dalling church is possible for the future. The bike ride raised £120, which is less than previous years, so the church would like to encourage more people to take part. There have been thefts from churches recently, so people are encouraged to keep an eye out for anything suspicious when passing the church.

**Greg Peck, District Councillor (retrospective report)**

I have to attend a meeting of the Economic Success Panel, of which I am a member, at Broadland District Council offices at exactly the same time. Amongst other things, on that evening, the Economic Success Panel will be discussing the results of the survey into Broadband and Mobile phone signals in Broadland. We will be looking at next steps, options available and priorities. As I mentioned at past meetings providing Super-Fast Broadband and good mobile phone reception throughout all areas of Broadland is a priority. As I mentioned in my last report I am also meeting with Veola, the company responsible for rubbish collections in Broadland. The meeting has now been scheduled for the 11th November. Please email with any concerns you may have about waste disposal in Wood Dalling.

1.

I have a meeting of the Service Improvement Committee, of which I am Vice Chair, on Monday prior to your meeting (9th November). This Committee is working with all Council Departments, using lean management techniques, to cut costs whilst maintaining services. We have had some success so far but with the financial constraints with which we are faced we have to continue to find more savings.

**15/92. Matters for report**

None.

**15/93. Highways** **/ potholes/ hedgecutting**

The poor state of the roads and potholes were discussed, along with the Parish Partnership grant, which advises that pothole work on minor roads will become less of a priority and to encourage Parish Councils to apply for 50/50 funding to hire a Ranger to do pothole work. It was unanimously agreed that the Parish Council should decline to apply for funding and to continue reporting potholes to Highways. JRaw advised that Highways dug a ditch outside his property as the road was flooding, but passing heavy farm machinery has already pushed the ditch in. It was discussed what could be done, and it was agreed that if the owner of the farm/machinery is known, any incidences should be reported to them **All/clerk**

**15/94. To update on the Town House repairs and to retrospectively agree additional work.**

KO reported that the work to the chimney and roof as previously agreed has been carried out. While the builder was working and the scaffolding was already up, the builder noticed that the other chimney and the Velux window needed repairing. All councillors were emailed as this work was considered essential and needed doing before scaffolding was removed to avoid additional cost. All agreed that the work was necessary and agreed to the additional cost, amounting to approximately £1400.00. The adjoining property has benefitted from the work, as the chimney stack is for both properties, and also the adjoining wall has been fully built up in the loft (at the neighbour’s request). The meeting was adjourned to ask the neighbour if she would be prepared to contribute, as her property has benefited from the work carried out. The neighbour declined to contribute as she had work done on the chimney two years ago that she felt was sufficient. KO reconvened the meeting, and stated that the chimney was in a very poor state of repair. There was no lead flashing and cement had just been lumped on. All agreed for the estimated £1400 for the extra work to come from Parish Council funds. KO reported that the guttering will need work in the future, but this could be left for now. HD thanked KO & RH for project managing the repairs, as lots of work was involved.

**15/95. To update and agree a defibrillator quote**

KO reported that after further investigations, four new quotations have been obtained. The materials for the cabinet and the lengths of guarantee were considered and all agreed to proceed with the quote from Wel Medical, who have provided a substantial discount as they were referred by the Ambulance service. There is £971.58 in the New Homes Bonus fund, and the Clan Trust have awarded the Parish Council a grant of £400. Geri Williams has kindly offered to allow training in use to take place at a Saturday coffee morning, and training has been offered by Simeon Tomlinson & the Holt 1st Responders. Installation will be approximately £50, with annual running costs estimated at £150 per year. The Village Hall committee have agreed for the defibrillator to be fitted to an external wall. **Clerk**

**15/96. Correspondence**

None.

**15/97. Grass cutting**

HD reported that Mow & Grow have fulfilled their contract. An area was missed, but they came back and finished it. They were due to do a last cut in late October, but could not come due to poor weather, so we are one cut short, but have not been invoiced for this. HD will look into the cuts and invoices to ensure no cuts are outstanding. She asked if the PC want to continue with this contract, as they are far cheaper that their competitors, but they do need

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monitoring and chasing. HD is happy to continue to monitor on behalf of the Council. It was discussed whether Mow & Grow could add the Village Hall grass to the contract, and the invoice split. HD is unsure whether they would have large enough equipment but is happy to ask them when she and KO meets with them in January. Agreed that JRaw will speak to the Village Hall committee and then forward a map of the area to be cut to HD for quoting. JRaw will also attend the meeting with Mow & Grow in January. **HD**

**15/98. Planning**

(a) Decision notice – 20151367. Erection of cart shed. Grove Lodge, Red Pits, Wood Dalling, NR11 6RS. Permission granted, with condition in order to ensure the building shall not be occupied at any time other than for purposes ancillary to the residential use of Grove Lodge.

**15/99. Finance and Payments**

(i) Copies of the current financial position were given to all councillors.

(ii) Payments were approved for-

1. K Cotgrove – clerk’s salary Oct & Nov (chq 100594) - £206.33.
2. Mazars – external audit (chq 100595) - £150.00.
3. K Cotgrove – ICO registration (chq 100596) - £35.00.

(iii) Receipt was noted for

a. HMRC VAT repayment - £410.35

(iii) To agree the 2016-17 budget

The budget update was discussed, along with the proposed budget for 2016-17. A contingency for the Town House was discussed and agreed at £1000. The Town House rent was discussed, and it was proposed to raise the monthly rent slightly to £610 per month, beginning April 2016. A review will take place every two years. All agreed. Budget agreed unanimously.

(iv) To agree the 2016-17 precept

Although BDC have not yet sent out the precept forms, the Clerk has obtained advice from BDC who have confirmed that the precept can be agreed at this meeting, and the forms filled in once they send them out. A discussion took place, and it was agreed to keep the precept at £1888 for 2016-17

**15/100. Matters for further discussion**

HD asked if anyone has looked into the bench repairs. ACR reported that she has had someone to come to look at it, but no quote is in yet. She has asked for a hard wood replacement, rather than pine, to improve longevity. A price should be available at the next meeting.

**15/101. Date of next meeting**

Tuesday 12th January 2016, at 7:30pm.

**The Chairman closed the meeting at 8:34pm**

**Approved as a correct record Date**

3.