**WOOD DALLING PARISH COUNCIL**

 ***Draft minutes of the Meeting of the Council Held on Tuesday 8th November 2016, at 7.30pm in the Village Hall, Wood Dalling.***

**Present:** Kerry Oldfield (Chairman) (KO), Jonathan Rodwell (JRod), John Rawlinson (JRaw),) Helen Dixon (HD), John Child (JC), Rory Harrold (RH), Kirsty Cotgrove (Clerk).

3 members of the public

**16/91. Chair’s welcome and apologies for Absence.**

KO welcomed everyone and apologies were accepted for Alex Clerk-Rudd and Greg Peck (District Councillor).

**16/92. Declarations of Interest.**

JRod (Church).

**16/93. To sign as a correct record the minutes of the Meeting held on Tuesday 13th September 2016.**

The minutes were agreed and signed as a true record of the meeting.

**16/94. Matters arising from the meeting.**

 Correspondence has been received to confirm that the Post Office has been open in the village hall since October. It opened 1:30-3:30pm on a Monday afternoon. It will, however, be closed on 28th November and 5th December, as the postmaster will be on holiday.

**16/95. Members of the public register a desire to speak**

John Ramm (planning application).

**16/96. Committee reports and recommendations**:

**Greg Peck – District Councillor**

None.

**Jonathan Rodwell – Church**

JRod reported that the design and tender documents for the chancel roof repairs have been sent to Trinity Hall College, for their approval and a commitment of funds. The PCC are looking for additional funding to finance the redecoration of the chancel and improvements to heating. The re-organisation of the benefice continues, and interviews have been held to appoint a ‘team vicar’ to support the team rector. This year’s carol service will be held at 6:30pm on Wednesday 21st December, and all are invited to attend. There will also be a service at 9am on Christmas Day. JRod advised that the PCC are recruiting for the choir for the carol service. If anyone is interested, please contact him.

**Stephen Bridges – Police report**

The Clerk read a brief report, which stated that there were no crimes reported since the last meeting. The next SNAP meeting is 11th January 2017, at 7pm at the Bircham Centre, Reepham. There will be a crime prevention day at Reepham Police Station, on 16th November from 9am to 3pm. JRaw reported that he attended the last SNAP meeting, and questioned its value.

**James Joyce – County Councillor**

None.

**Beryl McMaster – Village Hall**

The Summer Fete was held on 11th September, and was organised by Katie-Jo. There were many new ideas and excellent raffle prizes. It was very successful, but it was noted that improvements were needed. BM expressed thanks to everyone who worked so hard to make it a success. The next event was a Bridge afternoon on 13th September, organised by Amanda Rodwell, which was a great success. There will be a committee meeting next week, where finances will be discussed, and a possible contribution to the church agreed. The next event is a Beetle Drive, organised by Kelly. This will be held on 12th November. The last event of the year will be the Christmas Bazaar on the 3rd December, which is being organised by Alice. KO commented that the fete was excellent and supported by very good volunteers.

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**Jeff Topp – Newsletter**

 JT expressed thanks to HD for collecting and distributing the newsletter for him, when he was away in the summer. He asked if someone in addition to the Clerk could also email draft minutes too him, so he definitely gets them in time to add to the newsletter. KO offered to email them.

**16/97. Highways** **/ potholes/ hedgecutting**

Hedges: JRod has spoken to one property, who have agreed to cut their hedges back to improve visibility along the road. Three other properties were identified. The Clerk and KO will contact the landowners to ask them to cut back their hedges. KO asked JT to put an article in the newsletter to remind people of their responsibilities.

Potholes: More potholes were identified, and the Clerk will contact Highways to report.

Highways: RH noted that the some of the banks in the village have been pushed in completely by beet lorries. There was a discussion about whose responsibility it is to clear. It was agreed to put this on the January agenda, to ask the County Councillor.

There was recently an accident at the crossroads of Heydon Road and Briston Road, involving a child on a bicycle. Fortunately there were no injuries. This was not reported to the police as an RTA. HD suggested the parents should report it, as it will then provide supporting evidence that the road is unsafe. **Action: Clerk & KO**

**16/98. An update on the Town House, and to agree any payments necessary.**

An oil leak was repaired and has been invoiced. There has since been another water leak, which had to be repaired on an emergency basis. The plumber has advised that further repairs are likely in the future. RH has asked the plumber for a rough estimate for costings to re-plumb the house, but has not heard yet. KO advised this may need to be considered in the budget. The gutters will also need replacing at some stage. RH has purchased the loft insulation, and is waiting for the taps and shower screen to come into stock.

**16/99. To update on the new noticeboard outside the church.**

AC-R has contacted the Clerk to confirm that the noticeboard is ready to be collected from Rodger Howe. The Clerk has contacted Salle Estates for agreement to move the noticeboard to the grass in front of the pond, but is waiting to hear back from them.

**16/100. Correspondence**

**(a) CPRE request to join in opposing damaging new housing targets**

KO read the letter that the CPRE have asked the PC to sign. It was generally agreed to support it, but there was scepticism as to how effective it would be. It was noted that there is a lack of infrastructure also. All agreed to sign.

**16/101. Grass Cutting**

HD reported that all the cuts are done for the year, and the extra cut was received. It was agreed that this was needed, and HD proposed requesting 11 cuts next year, instead of 10. KO suggested asking for 10 with the option of an extra cut if necessary. All agreed. It was also agreed to continue with Mow & Grow next year, should their price remain as competitive as previous years. JRaw expressed thanks to HD for all her work.

**16/102. Planning**

20161846 Installation of 4 no. dormer windows & 3 no. Velux windows (retrospective). Foundry Hill Piggery, Corpusty Road, Wood Dalling, NR11 6SD.

Mr. Ramm informed the PC that this is a retrospective application as they were originally wrongly advised by BDC that planning permission would not be needed. It was agreed that the PC have no comment.

KO advised that there has been a number of small pieces of agricultural land sold off in the village, which is being used as amenity land. Therefore a change of used is needed. GP has already passed this on the BDC enforcement to deal.

**16/103. Finance and Payments**

(i) Copies of the current financial position were given to all councillors. It was noted, that although reserves seem high, a large contingency is needed for future works at the Town House.

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(ii) Payments were approved and cheques were signed by KO & JC for-

1. Heat Norfolk – Town House repairs (chq 100622) - £59.60 (retrospective).
2. Mow & Grow – invoice 1683 (chq 100623) - £145.00 (retrospective).
3. Wood Dalling Village Hall – hall hire x 2 (chq 100624) - £40.00 (retrospective).
4. Mow & Grow – invoices 1703 & 1654 (chq 100626) - £421.20 (retrospective).
5. Mazars – external audit (chq 100627) - £180.00 (retrospective)
6. PC World Business – Clerk’s laptop (by bank transfer) - £362.85 (retrospective)
7. K Cotgrove – salary for October & November (chq 100628) - £206.33

(iii) To agree a budget for 2017-18

The budget was discussed, and it was agreed that £1000 contingency be retained for future repairs to the Town House. A plumber will give a guide for re-plumbing house, which will be a long-term budget project. All agreed the 2017-18 budget.

(iv) To agree the precept for 207-18

Following discussion, it was unanimously agreed for the precept to remain at £1888.

**16/104. Matters for further discussion**

KO attended the Dong Energy open day in Aylsham and reported that it is likely the cables will run through Wood Dalling. There is an additional consultation for Vanguard to lay power lines, which may also affect Wood Dalling. JRaw noted stated that he went to the Vanguard consultation, and was advised that if their first application is successful, there will likely be a second application a year later.

JC advised that there will be a Remembrance Service at 10:30am on Sunday. He expressed disappointment that the Women’s branch of the British Legion in the area is closing.

**16/90. Date of next meeting**

Tuesday 10th January 2017, at 7:30pm.

**There being no further business, the Chairman closed the meeting at 8:38pm**

**Approved as a correct record Date**

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