**WOOD DALLING PARISH COUNCIL**

***Draft Minutes of the Meeting of the Council Held on Tuesday 14th July 2015 at 7.30pm in the Village Hall, Wood Dalling.***

**Present:** Kerry Oldfield (Chairman) (KO), Jonathan Rodwell (Vice–chairman) (JRod), Rory Harrold (RH), John Rawlinson (JRaw), Alex Clark-Rudd (ACR) Helen Dixon (HD), John Child (JC) Kirsty Cotgrove (clerk) (KC)

5 members of the public

**15/48. Apologies for Absence**

None

**15/49. Declarations of Interest**

JRaw – Village Hall, JRod – Church.

**15/50. Minutes of the Meetings held on Tuesday 20th May & 30th June 2015.**

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

**15/51. Members of the public register a desire to speak**

Grania Ward-Brown (item 10)

**15/52. Matters arising from the meetings**

Reference to the extraordinary meeting on 30th June. KO reported that a letter, along with supporting evidence, has been sent to Broadland District Council (BDC) to object to the Lawful Development certificate. JC asked if the matter could be referred to the planning committee, but the Clerk advised that BDC have told her it is a legal matter, not a planning one, so the Committee would not get involved. Greg Peck (District Councillor) (GP) confirmed that he spoke to BDC regarding the extra buildings which do not exist but are on the plans, and BDC have confirmed that these plans would not be taken into account if further lawful development applications should be received. KO asked GP if the Parish Council will be kept informed regarding this application. GP advised that BDC will probably not keep the PC informed, but he will do.

**15/53. Committee reports and recommendations**:

**Church**

JRod reported that the church raised £168 from sales of afternoon teas at the Open Garden event, despite the poor weather. Radio Norfolk’s Treasure Quest were there, which was good advertising.

The Church has disposed of the third organ, which has not worked for 20 years. There is another which will need to be rehomed/disposed of.

The grass cutting is ok, and there are not too many moles.

**Village Hall**

Grania Ward-Brown reported that the Village Hall raised £1150 from the Open Gardens event.

**Police**

KO read the Police Report, which stated that there were two calls to the police since the last meeting, but no crimes have been reported. Advice was included in the report regarding the recent hot weather.

**Greg Peck (District Councillor)**

GP advised that a meeting he is attending on Friday has better Broadband on the agenda, and he has asked that better mobile signal should also be included, as this is just as important. He attended a Service Improvement and Efficiency meeting on Monday, which suggested that BDC is in a pretty good situation financially, with no borrowings.

**James Joyce (County Councillor)**

JJ advised that there was little to report. The CC are looking at a 5 year budget at the moment, and that they are receiving 15% less per year from the Government. The CC are therefore looking at restructuring some of the services they deliver. As part of this, Social Services will be moving to the BDC offices. There are still over 1000 looked after children in Norfolk, costing £45,000 each per year. Schools are getting better, with 79% of children attending a good or outstanding school. Exam results are also looking better. Academisations are continuing, mainly to High Schools. Ofsted are around at the moment. The solar panels have been installed at the old RAF Coltishall site, although the runway has been kept clear. There will also be further housing built there. The Control tower will be kept, along with the Officers Mess which may be used for housing. JC asked if the NDR is going ahead? JJ advised that almost certainly yes, there is a legal challenge to the consultation, but this will probably not stop it going ahead. It should be completed in 3-4 years.

**Newsletter**

Jeff Topp thanked HD for her continuing help in collecting the newsletter from the printers. KO asked JT if he was going to report of the award Simeon Tomlinson had collected from the House of Lords? JT advised that he will try to contact the family to ascertain why he received the award, to report in the next newsletter.

**15/54. Matters for report**

1. Training Kit from British Heart Foundation

Simeon Tomlinson was unable to attend the meeting as he thought it was the previous week. It was agreed that JRod will invite Simeon to the next meeting to discuss the training kit and the possibility of a defibrillator. This will tie in with the discussion about the allocation of the New Homes Bonus                   **JR**

**15/55. Highways** **/ potholes/ hedgecutting**

It was agreed that the potholes were badly repaired this time around, with many being missed altogether, despite having been marked with paint. The Rangers were meant to come on 1st June, but the weather was dreadful that day. It was agreed that the Clerk will contact Highways to complain. BDC are aware that the Red Pits sign needs replacing, and it will be done in due course. **KC**

**15/56. To agree the allocation of the New Homes Bonus**

KO reported that there is £693.95 to allocate. It can be spent on anything agreed on for the Village. The possibilities of a defibrillator, or blinds for the Village Hall were suggested. The Village Hall committee have obtained quotes for the blinds, and would like to proceed with a quote for £859. It was agreed to defer the decision until the next meeting, where Simeon can attend and talk about the defibrillator.

**15/57. To discuss and agree Town House improvements**

KO advised that there is approximately £5,000 budgeted for improvements.

Grania Ward-Brown, advised that the wall between her house and the Town House does not meet the apex of the roof, so if roofing work is undertaken, she would like this done. Currently if there was a fire, this could cause implications for Insurance. KO informed all present that emergency repairs were done to some of the roof 2 years ago, but there is still approximately 2/3 of the roof left to repair. Last year a new boiler and septic system was installed. The tenants have not advised the PC of any other work needing to be done apart from the roof and flashing. The chimney may also need re-pointing. All agreed that KO & RH will arrange quotes from Steven Piggott, Marin Chapman and Jacobs and Gee for the work. Mrs Ward-Brown advised that her roof may also need work done and asked if it would be more cost effective for both parties if both properties were done together. It was agreed that this would be considered. **KO & RH**

**15/58. Correspondence**

None.

**15/59. Grass cutting**

HD reported that the Church are happy, and the confusion over areas to be cut has been resolved. There has now been two cuts with no issues. A new invoice has been received, and is now up to date.

**15/60. Planning**

(a) 20150890 – Wood Dalling Methodist Chapel. Heydon Road, Change of Use of former Methodist chapel to residential – PC opposes, on the grounds of parking issues

(b) 20150740 – The Old Chapel, Red Pits. 2 no. dormer windows in the roof, one on each side elevation. PC has no objections.

**15/61. Update on the caravan at Red Pits**

KO reported that despite an email from the Clerk and a call from GP, BDC claimed to know nothing about this. The clerk has sent a second email and has followed up via the phone, and now has a reference number for this and it has been passed to Case Officer Steve Kenny at BDC to investigate. GP advised that he will chase this case up on Friday when he is in the Offices.

**15/62. Finance and Payments**

Copies of the current financial position were given to all councillors and payments were approved for

1. Zurich Insurance – Liability insurance £243.80.
2. Smith & Pinching – Landlords Insurance £373.93.
3. Mow & Grow – grass cutting £782.82.
4. Stuart Fowler – Internal audit £25.00

**15/63. To inform about the Parish Website**

The Clerk advised that she has attended the Wordpress course to administer the new website. The address is [www.wooddallingpc.gov.uk](http://www.wooddallingpc.gov.uk). She confirmed that minutes, agendas and financial information will be displayed and advised that there can be pages on the site for the newsletter and the Village Hall.

**15/64. To agree the frequency of the Clerk’s wages**

The clerk has asked KO if it would be possible to be paid on a two monthly basis, instead of six monthly. KO advised the PC that this will not mean a change in rate of pay, only the frequency. All agreed.

**15/65. To discuss and agree CiLCA course for clerk**

KO reported that the clerk would like to attend the accreditation course for Clerks. This would be useful if the PC would like to adopt the General Powers of Competence in the future. The cost would be approximately £500, split between four parishes. All agreed.

**15/66. Matters for further discussion**

None.

**15/67. Date of next meeting**

Tuesday 15th September 2015, at 7:30pm.

**The Chairman closed the meeting at 8.17 pm**

**Approved as a correct record Date**

**Chairman**