**WOOD DALLING PARISH COUNCIL**

***Draft minutes of the Meeting of the Council Held on Tuesday 7th November 2017, at 7.30pm in the Village Hall, Wood Dalling.***

**Present:** Kerry Oldfield (Chairman) (KO), Helen Dixon (HD), Jonathan Rawlinson (JRaw), Alex Clarke-Rudd (ACR), Rory Harrold (RH), Jono Wilton (JW), Kirsty Cotgrove (Clerk).

2 members of the public

**17/79. Chair’s welcome and apologies for Absence.**

KO welcomed everyone and apologies were accepted for Jonathan Rodwell, Greg Peck and Rob Devlin (PCSO).

**17/80. Declarations of Interest.**

None.

**17/81. To sign as a correct record the minutes of the Meeting held on Tuesday 5th September 2017.**

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

**17/82. Matters arising from the meeting.**

The noticeboard has been erected, but despite a risk assessment, the underground electricity cable to the church was damaged. The Clerk has contacted the PC insurers to check if cover is in place for this, and it waiting to hear back. Thanks were given to KO, RH & Robert Benfield for volunteering.

KO has spoken to the owners of Threshing Barn regarding the smell at the pond. They have had their septic tank cleared, so there should be no further problems.

**17/83. Members of the public register a desire to speak**

Jeff Topp (newsletter), David McMaster (Village hall and WW1 commemoration).

**17/84. Committee reports and recommendations**:

**Rob Devlin – Reepham Safer Neighbourhood Scheme**

A brief report was read by KO. There were 4 crimes reported in the past month, all involving the same persons.

**Jonathan Rodwell – Church**

The following report was read by KO:

Arrangements are in hand for our carol/Christingle service on 14th December and the Messiah on 16th December, and we hope as many parishioners as possible will attend. We would welcome volunteers to help with manning the door and serving drinks and refreshments at the Messiah performance, and if anyone would like to help, please get in touch with Jonathan Rodwell on 01263 587631. The work on repairing the chancel roof is well under way. All the old slates have been removed, and the necessary timber repairs are almost complete, so we are still hopeful that the chancel will be available again before Christmas. The chancel is unusable at the moment, so we have a temporary altar in the nave.

**Jeff Topp – Newsletter**

JT thanked all the volunteers who deliver the newsletter. His printer may be retiring soon, so the cost of printing the newsletter could change with a new printer.

**Greg Peck – District & County Councillor**

GP had emailed apologies to the Clerk, and had nothing to report.

**David McMaster – Village Hall**

DM reported that things are going well, with several events over recent months. There has been a change in committee members, and private bookings are coming in.

**17/85. Highways** **/ potholes/ hedgecutting**

No potholes etc were reported.

**17/86. To update on grass cutting**

KO & HD decided that an 11th cut was not necessary, so all cuts have been completed successfully and paid for. HD proposed continuing with Mow & Grow for another year, all agreed.

**17/87. An update on the Town House, and to agree any payments necessary.**

One estimate has been received for replumbing the house, which is necessary now as two of the radiators no longer work properly. The quote is for £3720 Inc. VAT. It was agreed that with the possibility of relaying the bathroom floor and carpets upstairs, possibly redecorating, and alternative accommodation for the tenants, £6000 will be budgeted. KO will contact the plumber to see if he can do early spring, and a holiday let will be sought for outside peak times. The brickwork at the corner of the house is also leaking. The tenant has offered to repair it, following a quote. It was agreed that KO & RH can liaise with the tenant and authorise work. The boiler service will be due on the property in January, all agreed to continue with the current engineers **Action: KO**

**17/88. To update on the Vattenfall and Hornsea 3 windfarm projects**

The Clerk reported that the consultation is open for Vattenfall, but the consultation has now closed for Hornsea 3. She has a copy of papers for both projects, should anyone like to see them.

**17/89. To update on the land next to Red Pits**

KO reported that there are enforcement orders for some of the plots, but appeals have been lodged. The situation is ongoing.

**17/90. To discuss the commemoration of the end of World War 1 in 2018**

David McMaster outlined a suggestion by the village hall committee of a three-day trip for parishioners to Ypres to commemorate the end of World War 1 in 2018. This would be subsidised by the village hall, and he asked if the Parish Council would also like to be involved. Costs were discussed, but concern was raised as to how many of the village would be able to or want to attend. It was agreed that the village hall will produce a flyer to find out interest from the village, and Jeff Topp will put an article in the newsletter. The Clerk will contact NALC to see if the Parish Council have the Power to spend Parish funds in this way. It was agreed to correspond via email until the next meeting **Action: Clerk**

**17/91. Correspondence**

**(i) Norfolk ALC AGM notice to members**

The Clerk read the invitation to Councillors, and asked them to let her know if anyone would like to attend.

**(ii) 2020 policing model, offer to attend meeting**

With recent changes to policing, the Police have offered to attend a meeting to answer any questions. JRaw advised that they are going to a Reepham meeting he is attending, so if anyone has any questions, he is happy to ask there. It was agreed that he will ask what will happen to the current PCSOs, and how will it affect Wood Dalling. **Action: JRaw**

**17/92. Planning**

20171778. The Lodge, Corpusty Road, Wood Dalling. It was unanimously agreed to object to this application, on a number of grounds. The Clerk will contact BDC.

20171409. The Barn, Front Road, Wood Dalling. The Parish Council have no objection to this application.

**17/93. Finance and Payments**

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

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

1. Mow & Grow – grass cutting (cheque 100657) - £294.00 (retrospective)
2. Mow & Grow – grass cutting (cheque 100658) - £509.00 (retrospective)
3. K Cotgrove – Octo & Nov salary (cheque 100660) - £206.33
4. Zurich Insurance – liability insurance (cheque 100659) – £257.60

(iii) To agree the 2018-19 budget

The Clerk and public left the room at 20:25 whilst a confidential discussion took place regarding the Clerk’s request for an increase in salary and hours.

The Clerk and public returned to the meeting at 20:30.

It was agreed that the Clerk’s hours will increase to 3 hours per week, with the salary at SCP 18, backdated to 1st November 2017. It was agreed that an annual review will take place in March, and the Clerk will keep a timesheet.

It was agreed that £6000 will be added to the Town House maintenance budget line, and it was agreed that the rent will remain at £610 per month for another year. There is £100 in the budget line for the defibrillator, and the Clerk will contact the suppliers to see if the battery or pads should be replaced.

The budget was updated and agreed by all. **Action: Clerk**

(iv) To agree the 2018-19 precept

It was agreed to keep the precept at £1888. The precept form was signed.

**17/94. Matters for further discussion**

None.

**17/95. Date of next meetings**

Tuesday 23rd January 2018. The annual litter pick and grass cutting will be included on the agenda.

**There being no further business, the Chairman closed the meeting at 8:45pm**

**Approved as a correct record Date**