**WOOD DALLING PARISH COUNCIL**

***Draft minutes of the Meeting of the Council Held on Tuesday 13th March 2018, at 7.30pm in the Village Hall, Wood Dalling.***

**Present:** Jonathan Rodwell (Chairman) (KO), Helen Dixon (HD), Jonathan Rawlinson (JRaw), Alex Clarke-Rudd (ACR), Jono Wilton, Greg Peck (County & District Councillor), Kirsty Cotgrove (Clerk).

1 member of the public

**18/19. Chair’s welcome and apologies for Absence.**

JRod welcomed everyone and apologies were accepted for Kerry Oldfield & Rory Harrold

**18/20. Declarations of Interest.**

Jonathan Rodwell - Church.

**18/21. To sign as a correct record the minutes of the Meeting held on Wednesday 24th January 2018**

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

**18/22. Matters arising from the meeting.**

Threshing Barn – ACR confirmed that the Environment Agency have been in contact with the owners. Potential causes have been identified (the problem may be with the neighbours of the Threshing Barn rather than the barn itself) so the matter should be resolved soon.

Land at Red Pits – 2 land owners have appealed against the notices, but there is a backlog at Broadland District Council for appeals.

Good Neighbour Scheme. Jeff Topp is dealing with this.

Church field hedges – thanks were expressed to Salle Estate for cutting them so promptly.

**18/23. Members of the public register a desire to speak**

None.

**18/24. Committee reports and recommendations**:

**Police –**

A police report has been emailed. There have been no crimes in Wood Dalling in the last 2 months.

**Jeff Topp – Newsletter**

JT could not attend the meeting, so a report was emailed to the Clerk to explain that the last issue was later than usual, as the Parish Council meeting was later than usual and there were technical issues at the printers. Thanks were given to the Chairman and Clerk for getting the minutes out as soon as possible, and also to everyone who helped to deliver the newsletter in the dreadful weather.

**Jonathan Rodwell – Church**

The churchyard, in spite of being rather overrun with molehills at the moment, has had a good display of snowdrops this year, many of which are still in flower. We have had a meeting with the Diocesan Executive Officer responsible for the care and development of church buildings to discuss our plans for improvements to the church. He was very supportive of our ideas and offered good advice on how best to proceed. Following this meeting we have contacted two specialist heating companies to get advice on the best way to heat the church and we are currently waiting to receive their proposals. There was a very moving farewell service for our outgoing Archdeacon John Ashe in the Cathedral on 11th March. We will miss him greatly as he has been a very good friend to our church, and we will be very sad to see him leave the area to retire in Devon, but we wish him and Shelagh a very happy and long retirement there. As they say, every cloud has a silver lining, and it was lovely to see Margaret and Time Dean back in this region, if only briefly, as they had come to attend the farewell service. The archaeologists who visited the Parish previously have attended again, and have made an exciting find. They are intending to have a presentation at the village hall later in the year to give people more information.

**David McMaster – Village Hall**

Everything is going well. As there are funds in the bank account, the committee are looking into the resurfacing of the car park as a long-term project. The first film night was cancelled due to the weather, but the intention is to hold these monthly. There will be a race night on 20th April and Open Gardens is on 10th June. The Ypres trip will not be going ahead, but the village hall is looking to hold a commemorative memorial event in September to commemorate the end of World War One. Any ideas would be welcomed.

**18/25. Highways/potholes/hedge cutting**

The roads are in a dreadful state, due to the weather and sugar beet haulage lorries. There have been further complaints about verge damage outside the church, this time due to a number of sugar beet lorries being stuck there due to a broken-down vehicle. Salle have advised that, although they are not responsible (the haulage companies are contracted by British Sugar), they will do some remedial work when the weather improves.

Further potholes were identified. **Action: Clerk**

**18/26. To update on grass cutting**

Mow & Grow were supposed to do their first cut last week, but due to the weather this has been delayed until w/c 19th or 26th March.

**18/27. An update on the Town House, and to agree any payments necessary.**

The Clerk asked for a boiler service and the company are dealing direct with the tenant on this matter. The plumbing will start soon. Further work may be required in the bathroom, as there is flooring missing under the bath. All agreed that KO & RH can deal and authorise as necessary.

**18/28. To update on the Vattenfall and Hornsea 3 windfarm projects**

GP reported back on meetings he has had with both companies and Keith Simpson MP. The planning process, technology and effect on the countryside was discussed. The Clerk reported that the Parish meeting for Orsted clashed with the Parish Council meeting, so they have invited Wood Dalling Parish Council to the North Norfolk meeting on 20th March. If anyone would like to attend, please contact the Clerk. **Action: all**

**18/29. To approve policies**

The Following policies were reviewed and adopted and signed where necessary (prop. JRaw, all agreed)

1. Annual review of internal control
2. Annual review of internal audit
3. Financial risk assessment
4. Financial regulations
5. General data protection regulations policy
6. Standing orders
7. Risk management policy

**18/30. To appoint an internal auditor**

Stuart Fowler has retired, so the Clerk proposed using Jo Boxall, the very experienced Clerk to Reepham Town Council. All agreed.

**18/31. Correspondence**

**(i) Hornsea 3 Parish Briefing 13th March**

Already addressed in 18/28.

**(ii) Greater Norwich Local Plan Consultation**

GP advised that roadshows are going ahead and the consultation has been extended to 22nd March. It will not directly affect Wood Dalling, but everyone is still encouraged to comment.

**18/32. Planning**

None.

**18/33. Finance and Payments**

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

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

1. K Cotgrove – Feb & Mar salary. (cheque 100664) - £244.14
2. Jeff Topp – newsletter (cheques 100665 & 100667) - £187.50
3. Wood Dalling Village Hall – hall ire (cheque 100665) - £60.00

**18/34. Matters for further discussion**

Litter pick – HD reported that the litter pick took place at the weekend. Only 7 people were there, but HD had not chased people due to the poor weather. The kit was borrowed from Broadland District Council as the CPRE kit was not available, but it was difficult and time consuming to collect. It was agreed that HD will investigate the cost of purchasing some equipment. JRod thanked HD for organising.

JRod thanked all the farmers who cleared the roads in the recent snow.

GP advised that he is part of the working party for the Western Link for the NDR. They are hoping to settle soon on 3 or 4 routes, which will then be opened for consultation.

David McMaster reported that the Village Hall receives the recycling credits for the banks in the car park, and encouraged everyone to use them.

**18/35. Date of next meetings**

Annual Parish Council Meeting and Annual Parish Meeting on 1st May 2018.

Meeting dates for 2018-19:

3rd July 2018

4th September 2018

6th November 2018

8th January 2019

5th March 2019

7th May 2019

**There being no further business, the Chairman closed the meeting at 8:33pm**

**Approved as a correct record Date**