**WOOD DALLING PARISH COUNCIL**

***Draft Minutes of the Parish Council Meeting, held on Tuesday 7th May 2019, at 7.30pm in the Village Hall, Wood Dalling.***

**Present:** Kerry Oldfield (Chairman) (KO), Alex Clark-Rudd (ACR), Jonathan Rawlinson (JRaw), Jonathan Rodwell (JRod), Rory Harrold (RH), Jono Wilton (JW), Greg Peck (GP) (County and District Councillor), Kirsty Cotgrove (Clerk).

2 members of the public

**19/35. (i) To elect a Chairperson for 2019-20.**

KO was proposed by RH, seconded by JW, all agreed. The declaration of acceptance of office was signed.

**(i) To elect a Vice Chairperson for 2019-20.**

JRod was proposed by RH, seconded by JW, all agreed. The declaration of acceptance of office was signed.

**19/36. Chair’s welcome and apologies for Absence.**

KO welcomed everyone and apologies were accepted for Helen Dixon.

**19/37. Declarations of Interest.**

JW – Redpits, JRod - Church.

**19/38. To sign as a correct record the minutes of the Meeting held on Tuesday 26th February 2019**

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

**19/39. Matters arising from the meeting.**

None.

**19/40. Members of the public register a desire to speak**

None.

**19/41. Committee reports and recommendations**:

**David McMaster – Village Hall**

Accounts have been finalised for the year, and the AGM will be held on 29th May. Despite capital expenditure of £5000 (car park, projector screen, gates), there is still £6000 in the bank. The hall is making enough from events to cover running costs. Keith Rengert is a new trustee of the village hall. KO congratulated the Village Hall committee on the smooth running of the hall.

**Jeff Topp – Newsletter**

JT thanked the Parish Council for supporting the newsletter financially to ensure it can continue. The following people were thanked for volunteering to deliver the newsletter; Becky & Ed Marshall, Geri Williams, Tony Barber, Helen & Alvin Dixon, Alex Clark-Rudd, Amanda & Jonathan Rodwell, Kerry Oldfield and Jonathan & Kay Rawlinson. KO thanked Jeff Topp for all his hard work.

**Jonathan Rodwell – Church**

The APCM was held in St Michael’s Reepham on 2nd April. It was noted that the general financial position (excluding the church improvement fund) was not very healthy at the moment, partly because we are now a festival church with no regular services (and therefore no regular collections) during the winter months. There was, however, a very encouraging congregation of 35 at our service on Easter Sunday. There will be regular services of Holy Communion on the 3rd Sunday of each month until October. We would like to thank our willing team of church cleaners who help us to maintain the church in good condition. The Charity Commission has approved our proposal to use funds from the Ampleford legacy, initially restricted to maintenance of the churchyard, to help finance the church improvements. This means that together the money we have raised, we now have sufficient funds to proceed with the church improvements. We would like to thank everyone who has helped in any way, no matter how small, to raise the money for this project. The faculty applications are being prepared at the moment. We are planning to complete the work this year. Part of our plans involve removing some surplus furniture from the church; these items will normally be sold at auction, however, subject to approval of the faculty, we intend to offer them for sale to parishioners first. Details of the furniture to be sold can be obtained from Mr Rodwell. Future events in the church. The church will be one of the venues for Norfolk Open Studios, between 25th May and 9th June. Four Wood Dalling artists will be participating. The event will take place between 10am and 5pm daily, and refreshments will be available for sale. Please take this opportunity to see the wonderful art works being produced in our village. Zbys Kaznowski, who staged the memorable performance of the Messiah 18 months ago, is planning to stage 2 further concerts this year, one in early/mid July, and the other in December. Details will be made available as soon as the dates and programmes are fixed.

**Greg Peck – District & County Councillor**

GP confirmed that there will be no change to bin collections, despite a leaflet sent out by a District Council candidate during the election. If a change was planned, there would be a public consultation. The Norfolk County Council AGM took place on 7th May and GP has been appointed to cabinet, so has had to resign from Broadland District Council’s cabinet. He thanked Wood Dalling’s residents for voting him in. KO congratulated GP on his re-election.

**Kerry Oldfield - Chair**

2018/19 has been a relatively uneventful year for the Parish Council. On the planning side we have supported a couple of applications in the parish and objected to a couple more. One of these was subsequently withdrawn. The main area of concern for us has been where land has been sold off in parcels in the Red Pits area and new owners have installed sheds or vehicles for residential use. The upshot of planning applications and appeals is that permission for items clearly being used for residential use has been refused by Broadland DC and upheld by appeal. However, one owner has still to comply with the enforcement notice. Permission has been granted for structures for agricultural use, which includes a van for tool storage on one plot. This van was contrary to the PC’s wishes. Application for signs to direct visitors to the village hall are still ongoing. We are meeting our contact from Highways on Friday of this week. Next year’s Chairman will be able to report back on that one. A speed awareness sign has been borrowed from Edgefield Parish and installed near Churchgate Barn for a few weeks. We await data from this. Our sincere thanks to Edgefield Parish. Councillor Dixon who lives near this spot has reported she feels there has been reduction in speeding cars. Councillor Dixon has run the grass cutting contract and Mow and Grow did a good job in 2018. We went out to tender for the 2019 season which has resulted in a new contractor and considerable reduction in costs to the Parish. So far, the new contractors are doing a good job. She also arranged the litter pick which took place in March. There was less rubbish than the first year it was carried out, but unfortunately fewer volunteers. Our tenants in Town House have remained with us and this year we have not had any extra expenditure on the property.

Pot holes and to some extent mud /muck on the road continue to be reported. In a rural community there will always been some mess on the road due to agricultural activities. We only approach local farmers if we think it is excessive. Pot holes will always be an ongoing issue for a number of reasons, not least that generally the repairs are not fit for purpose. Two offshore windfarm applications to run underground cabling close to the Parish will undoubtedly have an impact on the Parish if permission is granted. The vehicle movements will be hundreds per day, lasting for a period of several years. Oulton is to be used for their parking, so this will affect all who live and use the roads in the area, Wood Dalling residents included. Local elections have just taken place. 7 residents stood for 7 places in this parish so there was not an election here. We are lucky that we have filled all the Councillors’ spaces, as some parishes struggle with this. This is the right moment to say thank you very much to all on the PC for your support over the past year. It is much appreciated by me and I’m sure by the residents of Wood Dalling. We must also congratulate Greg Peck on being re-elected last week as our District Councillor. He works very hard on behalf of all the residents of his Ward. I would like to thank Jeff Topp for continuing to edit the Parish newsletter, which he does so ably and injecting some humour into what could otherwise be a very dry document. Wood Dalling PC continue to sponsor this newsletter. With the loss of the shop and the fact that we all lead very busy lives, this newsletter, along with the hard work of the village hall committee, helps to keep a sense of community. My sincere thanks must go to Kirsty, our Parish Clerk, who keeps the ball of Parish business rolling. She has made my life very easy as Chairman since she took on the job. The fact that Kirsty is Clerk to several local parishes benefits us all in many ways. Most importantly she in unfailing cheerful when dealing with me, never complains when I call her, even when I subsequently discover she is in a London museum with her children!! Financially we have kept to budget and we finish this year with a healthy bank account of just over £12 k.

**19/42. Highways/potholes/hedge cutting**

It was noted that there is a lot of dog mess in the road, or put into bags and left in hedgerows, or residents’ bins. People are reminded that it is an offence not to clear up after your dog, and to please take the waste home with them. JT will put an article in the newsletter.

**19/43. To update on grass cutting**

All is going well.

**19/44. An update on the Town House, and to agree any payments necessary**

The tenants have asked to remove the middle hedge, which has been listing since the winter. KO & RH will go and look.

**19/45. To update on the Vattenfall and Hornsea 3 windfarm projects**

The Open Floor Hearing for Hornsea 3 took place, the consultation is closed, and is awaiting the Inspectors recommendations. There was a recent Open Floor Hearing for Vattenfall in Dereham. George Freeman tabled an end of day motion recently to promote the ring main idea, to prevent future damage to Norfolk’s countryside.

**19/46. To update on a bid for a Parish Partnership grant for village hall signs.**

The grant was successful. The Clerk and KO will meet with Ben Rayner of Highways to agree locations for the signs **Action: Clerk & KO**

**19/47. To feedback on the SAM2 unit data**

Corpusty & Saxthorpe Parish Council were thanked for the loan of the SAM2 unit for three weeks, and producing the data. The average speed of vehicles travelling through was 33-34mph, and the highest speed was recorded at 60mph. HD had noted to KO that the traffic seemed to slow with the sign there.

**19/48. To review the asset register**

The asset register was reviewed, on a proposal by RH, seconded by JRaw, all agreed.

**19/49. Correspondence**

(i) CIL for 2018-19 – The Parish Council received no payments.

(ii) Rural Housing Conference – This will take place on Friday 6th September, in Dereham, 9:30-1:45. All are welcome to attend.

**19/50. Planning**

(i) To update on enforcement action at Red Pits – The van has still not been removed, despite enforcement writing to the owners on 25th March. GP has chased the head of planning. He will chase again and let the Clerk know when he hears anything. It was noted that there is still a large amount of builders’ materials on another plot. GP will raise this with Phil Coultier too.

**19/51. Finance and Payments**

(i) Copies of the current cash book and budget update were given to all councillors prior to the meeting, and were approved.

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

1. P Collins – grass cutting for March (signed 3/4/19) (Chq 100707) £316.00
2. P Collins – grass cutting for April (chq 100708) £316.00
3. Jo Boxall – internal audit (chq 100709) £30.00
4. Wood Dalling village hall – hire Nov – Mar (chq 100710) £60.00
5. Jeff Topp – newsletter Jan & Mar (chq (100711) £75.00
6. K Cotgrove – Apr & May salary (chq 100712) £241.34
7. HMRC – Clerk’s tax Apr & May (chq 100713) £2.80

(iii) To declare the Parish Council exempt from external audit in 2018-19 –

This was agreed, on a proposal by JRaw, seconded by RH, all agreed. It was duly signed.

(iv) To receive the internal auditor report –

The report was read by the Clerk, and responses noted. JRaw volunteered to carry out bank reconciliations in the future.

(v) To approve and sign the Annual Governance Statement 2018-19

The Annual Governance Statement was approved and signed, on a proposal by JW, seconded by J Raw, all agreed.

(vi) To approve and sign the Accounting Statements 2018-19

The Accounting Statements were approved and signed, on a proposal by RH, seconded by ACR, all agreed.

(vii) To agree Parish Council insurance, renewable on 1st July 2019

Two quoted were received. It was agreed to stay with Zurich Insurance. The cheque was signed.

**19/52. Matters for further discussion**

JRod asked what steps the Parish Council could take to reduce emissions, in light of recent emission reduction commitments. It was suggested that there is grant funding available for tree planting. JRod will investigate and bring them to the next meeting. **Action: JRod**

**19/53. To close the Meeting**

There being no further business, the Chairman closed the meeting at 8:47pm.

**Approved as a correct record Date**