

MINUTES OF THE BI-MONTHLY MEETING OF HELD ON TUESDAY 20 MAY 2014
AT THE MOBILE UNIT, TUNSTEAD PLAYING FIELD

PRESENT: Cllrs. G. Gilding (chair), E. Powell, A. Woodall, W. Atkins, D. Kirk, and C. Oakes.

APOLOGIES: Cllrs. A. Rudd (private commitment), T. Place (work commitment),
PCSO Dack, District Cllr. Ivory

ALSO PRESENT: 2 Members of the Public (left during the meeting), County Cllr. Dixon.
Clerk: Mrs. J. Gardner.

14.013 A	<u>TO RESOLVE TO ACCEPT APOLOGIES, if any:</u> Both given apologies were accepted.	<u>ACTION BY</u>
013B	<u>TO CONSIDER DECLARATION OF INTEREST IN ITEMS ON THE AGENDA, if any:</u> None	
013C	<u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE THE MINUTES OF THE BI-MONTHLY MEETING HELD ON 18 MARCH 2014:</u> Resolution: All present agreed to accept the minutes as a true record. The minutes were duly signed by Chairman Gilding.	
013D	<u>IF APPLICABLE, CO-OPT NEW MEMBER TO THE COUNCIL:</u> It is uncertain whether a member of the public who showed an interest will be available for co-option in the future.	
14.014	<u>MATTERS ARISING FROM THE MINUTES (for information only):</u> None	
14.015 015A	<u>FINANCES:</u> <u>STATEMENT OF ACCOUNTS:</u> Resolution: the Statement of Accounts for 2013/2014 was accepted as a true record and the proposed Statement of Account for 2014 / 2015 was agreed to. Cllr. Atkins queried why the anonymous donation of £1,000 was not allocated to the shortfall of the play equipment, despite this being stated in September's minutes. The Clerk explained that this had been a temporary measure until a good reason for spending the money was found. Cllr. Atkins then proposed that the money could go towards the purchase of a double swing for the older children (the old was dismantled after been condemned during last year's inspection). Resolution: This proposal was unanimously accepted. Clerk to get quotes.	Clerk
015B	<u>TO CONSIDER APPROVAL OF PAYMENTS FOR THE FOLLOWING ITEMS:</u> 1: SR Print: Newsletter March: £ 130.00 2: Norse: March + April: grass cutting: £85.00 + VAT £17.00 = £102.00 x 2 =£ 204.00 3: Norfolk Association of Local Council: renewal membership: £ 147.79 Resolution: Items 1 and 3 were accepted for payment. Item 2: the grass cutting contract will be checked re. strimming and discussed with Norse.	Clerk

<p>14.015 (cont) 015C</p> <p>015D</p> <p>015E</p> <p>015F</p>	<p><u>FINANCES:</u></p> <p><u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE END OF YEAR ACCOUNTS AND CONSIDER ANSWERS TO ANNUAL GOVERNANCE STATEMENT</u> Resolution: It was agreed to accept the End of Year Accounts and affirm the questions of the Annual Governance Statement. Clerk to complete.</p> <p><u>TO CONSIDER AND RESOLVE WHETHER TO TRANSFER £3,500.00 FROM THE COMMUNITY ACCOUNT TO THE BUSINESS SAVER:</u> Resolution: It was agreed to make the transfer.</p> <p><u>TO CONSIDER QUOTATIONS OF INSURANCE PREMIUMS 2014/2015 AND RESOLVE WHICH ONE TO ACCEPT:</u> AON (present insurers): quoted £478.79 (Public and Employers Liability 10m) Zurich: £683.05 (Public and Employers Liability 12m) Resolution: it was agreed to stay with AON.</p> <p>Financial correspondence: - Remittance advices: North Norfolk District Council: 1st Instalment precept £3,241.00 HMRC: Refund VAT 2013 / 2014 £ 75.62 - HMRC: Budget Information etc. - Santander: Statement up to 23.11.2013 £ 96.13 Changes to Terms and Conditions for Business Current account.</p>	<p>Clerk</p>
<p>14.016</p> <p>016A1</p> <p>016B</p>	<p><u>PLANNING:</u></p> <p><u>TO CONSIDER COMMENTS ON PLANNING APPLICATIONS RECEIVED BEFORE THE MEETING (NOT) ITEMISED</u> Ref.: PF/14/0501: <u>New Farm Barn, Church Lane:</u> Change of use of land from agricultural to residential garden and erection of detached cartshed. See Public Participation and a brief discussion took place. Resolution: to object to this application: the plans are not very clear, while the min. size of a paddock should be 1 acre per horse, it is not clear whether this is adhered to, there is no information available about what will be used for grazing material and the area experiences frequent floodings (although not within the EA zones 1 and 2).</p> <p><u>DECISION NOTICE from NNDC: PERMISSION:</u> Ref.: PF/14/0206: <u>Donan, Market Street:</u> Erection of single-storey side extension, covered pergola and detached garage. Ref.: PF/14/0393: <u>8 Orchard Estate, Market Street:</u> Erection of single-storey side extension with accommodation in roof space.</p>	
<p>14.017</p> <p>017A</p>	<p><u>PROGRESS REPORTS AND RESOLVE ANY ISSUES RAISED AS A RESULT OF:</u></p> <p><u>REPORT FROM TUNSTEAD VILLAGE HALL AND RECREATION GROUND COMMITTEE:</u> Chairman of the Committee Mr. D. Kirk has resigned although he will continue with the 200 Club. He is succeeded by Mrs. A. Woodall, Mrs. Atkins remains as treasurer and secretary but will be assisted by Mrs. A. Bishop. Chairman Gilding agreed to be the representative for Tunstead Parish Council.</p>	

14.017 (cont.) 017B	<p><u>PROGRESS REPORTS AND RESOLVE ANY ISSUES RAISED AS A RESULT OF:</u></p> <p><u>FLOODING AT ROSE FARM BARN:</u> Cllr. Kirk had viewed the DVD of the survey of the drainage system, but said not all areas were covered. It appears that a post, put in the middle of a drainpipe, is stopping proper drainage. Resolution: it was agreed that residents living on Market Street from the railway up to and including Wateringpit Lane will be asked to clear any ditches and ponds on their property. A copy of a “Guidance notes for riparian owners” from NCC will be attached. The letter will be distributed to all Cllrs. first for approval.</p>	Clerk ALL
017C	<p><u>DELIVERING LOCAL HIGHWAY IMPROVEMENTS IN PARTNERSHIP WITH PARISH/TOWN COUNCILS: FOOTPATH:</u> Cllr. Place sent his apologies and no further information was available.</p>	TP
017D	<p><u>PRE-SCHOOL:</u> The Clerk did not contact the supervisor of Dilham Pre-School to get a progress report. She will do so before the July meeting.</p>	Clerk
017E	<p><u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE DRAFT STANDING ORDERS:</u> Cllr. Kirk proposed to accept the draft Standing Orders. Resolution: It was agreed to accept the Standing Orders. The approved document will be distributed in due course.</p>	Clerk
017F	<p><u>TO CONSIDER AND RESOLVE WHETHER TO NOMINATE A COMMUNITY PROJECT FOR NORTH NORFOLK BIG SOCIETY AWARDS:</u> There are four categories for the Awards: 1: Community Project of the Year; 2: Outstanding contribution by a business to the local community; 3: Outstanding contribution to a NNGSF funded community project – adult and 4: aged under 18. Cllrs. Woodall and Oakes had a look at the document, but it was resolved not to make a nomination</p>	
14.018 A	<p><u>MATTERS TO BE DISCUSSED (for information only):</u> Cllr. Powell asked that if there are jobs to be carried out to use Community Payback. No payment is required, only refreshments.</p>	
006B	<p><u>ITEMS FOR THE NEXT AGENDA FOR MEETING: TUESDAY 15 JULY 2014:</u> - TVH&RG and Parish Council, Community Right to Build. - Footpath. - Pre-School. - Parish Council assets.</p>	

Meeting closed at 21.31