

THURGARTON PARISH COUNCIL

Minutes of meeting Wednesday 12 June 5.00pm

THOSE PRESENT/APOLOGIES

Chair	Toni Smith	TS
Cllr	Charles Day	DW
Cllr	Ian Edwards	CD
Cllr	Ellis Morgan	EM
Cllr	Tina Tsoutakos	TT
Cllr	Annie Duquemin	Clerk
Clerk	2 members of the public were in attendance	
	Apologies : David Waine (hols), Roger Jackson (another meeting), Roger Blaney (hols)	

ACTION

1.0 MINUTES FROM LAST MEETING

The minutes were unanimously approved and signed by TS.

2.0 MATTERS ARISING

2.1 Defibrillator/contact with EMAS. Carry forward

Clerk

2.2 Noise from Creagh/parking by lorries : carry forward

Clerk

2.3 Insurance renewal. Update on renewal cost : £26.50 extra for libel and slander following an e mail from NSDC 15-05-14. Unanimous approval to go ahead.

2.4 Accounts.

CD queried an entry in the 13/14 accounts which he didn't think had been approved at a PC meeting. Clerk agreed and stated there were a few similar items which needed approval :

2013 AGM expenditure : £93.37. Unanimous approval

Clerk expenses (printer cartridge) : £19.98. Unanimous approval

Flood map printing : £3.60. Unanimous approval

Rental of hall for emergency meeting : £41.00 Unanimous approval

NALC subs : £87.69. Unanimous approval

The meeting was closed and opened to the public at 5.15pm

3.0 QUESTIONS/STATEMENTS FROM THE PUBLIC

3.1 None.

The meeting was closed at 5.18pm.

4.0 PLANNING

4.1 Ref 12/01720/FUL Hope House

This is a previous application. TS reported that she has had communication from the owners so if anyone wants to know the situation they can contact her. As far as TS is aware, NSDC are dealing with it but TS doesn't know if the enforcement officer has been involved.

4.2 All agreed to ask NSDC if any permitted development has taken place on new planning applications before commenting in the future

Clerk

5.0 NEIGHBOURHOOD PLAN

At a strategy meeting on 2 June 2014, the PC had agreed to formulate a Neighbourhood Plan with a view to getting the views of the village in relation to future infrastructure developments eg the current Coach and Horses Development and the Flood alleviation scheme. A Plan will give more sway with planners and could bring financial and other benefits to the village.

Unanimous approval to go ahead with the Plan, budget for printing maximum £20.

Clerk to check for typos and TT will amend section re flooding. Date for collection amended to 23 June

Clerk

6.0 EXTERNAL AUDIT

Unanimous approval for the internal audit fee £50 paid to John King.

All approved the external audit form ready to send to Grant Thornton and TS signed and dated it at the meeting.

7.0 INSPECTION OF ACCOUNTS

7.1 Parishioner request to view accounts

Clerk reported that parishioner Roger Aston has asked to inspect accounts. He has been told he can view the 13/14 accounts and supporting information as requested between 18/06 and 16/07 2014 ie a statutory period allowed under the Audit Commission Act 1998. There will be a cost to the PC for the hire of the hall; unanimous approval for this if required. TT and EM could be present during the inspection if required as any documentation must not be left unattended whilst being reviewed.

- 7.2 Freedom of Information policy Clerk
 TS has drafted PC Freedom of Information policy for all to approve based on Information Commissioners Guidance. All discussed the document and approved it. Clerk to put on the website. Document also attached to these minutes which indicates what charges and process apply when a FOT application is received.
- 8.0 **TERMS OF REFERENCE**
 TS reminded everyone that individual roles and responsibilities had previously been agreed for all Councillors. Where money has been approved for Councillors to spend, PC need to state their terms of reference as follows :
- EM and IE : Maintenance**
 EM and IE have approval to spend £450 annually on routine village maintenance to include strimming, hedge cutting, spraying, gardening, weeding and minor areas of painting. In addition they have £250 annually for minor one off identified maintenance eg bench refurbishment, resource shed work. Unanimous approval. EM and IE will bring estimates of costs to PC meetings prior to committing to spend.
- 9.0 **AOB**
- 9.1 E mails for communication
 All agreed that e mails are an acceptable means of communication for calling meetings, circulating minutes etc
- 9.2 Flood meetings
 CD and TT asked for approval to hire the hall for 2 hour long meetings : 16 June, 14 July.
 Unanimous approval
- 9.3 Hardstanding by the resource shed
 Clerk has shown Mark Smith the area and he has submitted a quote dated 12 June 2014 for £150 to prepare the area and pave with slabs. Unanimous approval
 Clerk will check the basis for obtaining competitive quotes for work such as this Clerk
- 9.4 Efforts by parishioners
 EM proposed a vote of thanks to all parishioners who do work around the village at no cost. He pointed out that the precept would be considerably higher if the PC had to pay for all the works in question.
- 9.5 CD : Highways issues
Flooding 9 June 2014
 CD took photos of flooding on Bleasby Rd and has sent them to Matt D at NCC for information
Interactive sign
 This was working intermittently after the storm on 14/06 but now appears to be OK again; CD reported it to NCC
Drain clearance
 This is currently being done on the A612 from Lowdham up towards Thurgarton
Proposed speeding plan
 All in agreement for CD to submit to NCC
- 9.6 TT : TEP issues
 TT reported that the road closure scheme had been updated
- 9.7 EM : maintenance issues
Entrances
 EM has submitted idea for picket style fence to NCC who are reviewing it.
 NCC
High level pavement on Priory Rd
 EM has reported again to NCC that it is in very bad repair and that people are walking in the road instead of on the pavement. NCC are sending their insurers to look at it
- 9.8 The following 2 items were discussed at the strategy meeting on 02 June :
Use of the lake in the valley on the way to Bleasby
 Clerk has contacted NSDC following reports that people were seen camping around the lake and jetskiing on it. NSDC stated that an owner of land can use it for 28 days in any year for activities such as those above. Use of caravans would not be permitted but tents are allowable. It is classed as permitted development.
Tarmac liaison meeting
 DW reported that the new footpath around the large lake on the way to Hoveringham has been delayed due to the level of the water. Planning permission will be sought and work is planned for September 2014.

10.0**DATES OF NEXT MEETINGS**

2 July 7.30pm at the Methodist church

13 August 7.30pm at the Methodist church

23 September 7.30pm at the Methodist church

The meeting closed at 6.20pm