

SWANNINGTON WITH ALDERFORD AND LITTLE WITCHINGHAM PARISH COUNCIL

Minutes of the Annual General Meeting of the Parish Council held at St Margaret's Church,
Swannington on Wednesday 3rd May 2017 at 8.36pm following the Annual Meeting for Parishioners

Present:

Tim Praill (chairman)	Steve Williams
Trevor Nelson	Angela Phipps (Swannington Charity for Relief of People In Need)
Helen Mutimer	Hon. Treasurer)
Malcolm Rust	15 parishioners
Hazel Nelson (minutes)	

1. Apologies

Steve Griggs (away), Ed Jones (another meeting)

2. Declarations of Interest None

3. Election of Chairman.

It was resolved to elect Tim Praill as Chairman

4. Election of officers to the Council.

It was resolved to elect the following:-

Vice Chairman – EJ
Planning Lead – MR
Finance Lead – TN
Commons Lead - SW
Highways Lead – TP
Footpath Warden – SG assisted by Pam Smith
Play Area sub-committee – HM, Laura Marfell-Williams (chair), Jess Balado, Tessa Gregorie,
Margaret Griggs, Sarah Higgins, Kate Muir, Lesa Myhill, Sarah Frith

5. Approval of the minutes of the meeting held on 8th February 2017

It was resolved to approve the minutes as a true and accurate record

6. Matters Arising.

- Bus shelter repairs will be completed when builder returns **Action SG**
- Village sign ongoing **Action SG**
- Improvement of bus shelter site **Action TP**
- Horse chestnut tree has been felled and an oak planted away from the pump
- Sheep no longer on Alderford Common
- Flooding Reepham road/Hall Road Junction; sheet of water pumped out but drainage pipes cracked and in need to rectified
- Deterioration of Road surface from Upgate onto Reepham Road - ongoing **Action TP**
- Application form submitted for “Transparency Funding” but it hasn't yet been actioned

7. Swannington Charity for Relief of People In Need

- Income for 2016 was £675 with no expenditure so at end of year £10,500 had accrued with income from investments at £21,642. One informal application has been made; awaiting formal application.
- Antoinette Watts has completed a maximum 6 years as trustee and is replaced by Richard Cooke.

8. Finance – Accounts attached

1) It was resolved to agree the following payments:-	£
• CGM grass cutting for October 2016 (retrospective)	202.80
• APC Pest control for play area (retrospective)	108.00
• Tree Menders-cutting down horse chestnut (retrospective)	440.00
• TVC – HLS (retrospective)	42.90
• Norfolk Conservation Volunteers – HLS (retrospective)	32.50

- NALC membership subscription 115.71
 - Community Action Norfolk membership 20.00
 - NWT – vet and farrier HLS 1636.00
 - Boardwalk repair items (netting, nails, staples) HLS 66.90
 - 12 2nd class stamps 6.72
- 2) Received VAT payment 419.23
 - 3) Received payment for grass-cutting churchyard 275.42
 - 4) **It was resolved to accept last year's accounts** – formal resolution after internal audit; to be on next agenda
 - 5) Received precept payment 4,250.00
 - 6) **It was resolved to purchase a token of appreciation for the internal auditor.** Action TN
 - 7) **It was resolved to make £120 donation to *Pilgrim*** Action HN
9. **Play Area**
- Play Area legal fund pledges total £3105
 - Play Area paperwork should be completed by the solicitors shortly
10. **Commons** (report attached)
- Great crested newt survey (SSSI monitoring) by NE on Uppgate common to be conducted over the next month.
 - **It was resolved to dispense with the role of “Honorary Commons Advisor”**
11. **Highways**
- Norfolk County Council intends to extend NDR to join with Southern Bypass and are investigating how to cross the Wensum Valley, an SSSI.
 - Bus shelter area improvement joint funding 50/50 application approved and cheque from the parish council has been forwarded.
 - A parishioner has raised concern re: alder tree growing into the road needing to be cut back. **Action TP**
12. **Planning**
- Hornsea Project 3- cabling will run through Alderford farm land toward Weston Longville at a depth of 1.5 metres. This is the easiest path through the Wensum Valley.
 - Atlas Works has been rejected but an appeal has gone to the Secretary of State
 - The Firs extension has been approved
- Broadland is intending to move to electronic consultations but better to wait until a new clerk is in position before agreeing to the change.
13. **Parish Clerk**
It was resolved to employ a new clerk for 175 hours/year
 This will cost approximately £1,750/year. Hours to be kept under review
 Broadland DC can advise on suitable candidates. TP & TN to interview. **Action TP**
14. **Correspondence**
- No need for another website
 - Request from Haveringland re: Swannington airfield has been publicised
 - Email explaining maintenance on the Lower Wensum river system
 - “Nextdoor” social network to be advertised on village website **Action HN**
15. **AOB**
- Parishioner’s request for the well roof to be treated to kill vegetation to be passed to the trustees of “The Hastings Parker Fund” **Action HN**
 - Next meeting July 19th 2017
- Meeting closed 9.18 pm