

SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

**Minutes of the meeting of the Parish Council held at  
St Margaret's Church Swannington on Wednesday 20 September 2017 at 7:30pm.**

**Present**

Mr Tim Prail – Chairman

Mr Steve Griggs  
Mrs Helen Mutimer  
Mr Steve Williams

Mr Ed Jones  
Mr Malcolm Rust

**In Attendance**

Mrs Patricia Kirby – Clerk to the Council & Responsible Financial Officer

**The Chairman opened the meeting and welcomed those present**

**17/26 Apologies for Absence**

Apologies received and accepted from Mr Trevor Nelson

**17/27 Declarations of Disclosable Pecuniary and other interests**

None declared.

**17/28 Minutes of the meeting held on 19 July 2017**

The minutes, having previously been circulated, were approved and signed by the Chairman as a true record.

**17/29 Information arising from the minutes**

- Bus Shelter. Repairs of replacing tiles awaiting builder **Action SG**
- Village Sign. Matters ongoing. **Action SG/SW**
- Removal of telephone box. NCC have been made aware this needs to be removed irrespective of any decision in respect of the bus shelter agenda item. **Action TP**
- Reepham Road/Upgate junction drainage issues. NCC Highway Officer is ascertaining planned work. **Action TP**
- 'Highways' owned hedge. This was considered to be privately owned and the relevant person would be contacted. **Action HM**

**17/30 Public Participation**

No attendees

**17/31 Report from Police to include Parish Crime Figures**

PCSO Bridges had given apologies for the meeting due to leave. Report noted.

**17/32 Reports from County & District Councillors**

A written report was received from Mr Peck. Assistance in respect of the withdrawn bus service was noted.

### **17/33 Communications not requiring decision**

**RESOLVED** these would be listed at the end of the published agenda. Members to request sight of items as required.

### **17/34 Finance Matters**

9.1 – Verification of invoices. Signatories confirmed the check and verification.

9.2 – Bank Reconciliation. The Chairman confirmed the reconciliation to 15 August 2017.

9.3 – Schedule of Receipts & Payments as listed on the agenda

**RESOLVED** to accept income of £0.00 received and expenditure of £705.13

9.4 – External Auditors Report 2016/2017

Members were pleased to note the External Auditors report from Mazars LLP had been received with a clear opinion and not listed any points requiring action. The included invoice was a Nil fee.

### **17/35 Reports from Clerk Chairman & Members**

The Clerk briefed members on administration work undertaken.

The Chairman advised he had just attended a meeting in respect of the dualling route on the A47. The lack of agreement on an NDR link is problematic in respect of placing roundabouts. The A47 timescale is this time next year.

Commons. Written report received from Mr Williams. It was clarified that a grazing supplement is received and with agreement if costs are associated with grazing then this should be passed on. Mrs Mutimer indicated she may be able to provide sheep for grazing Alderford Common.

Highways. The Chairman advised the NDR traffic monitoring schedule had been received and confirmed the previous request for monitoring on both Hall Road Alderford and Broad Lane Swannington has been included.

Play Area. Mrs Mutimer advised that fencing was to start end September or beginning of October. Swings would be removed before fencing. Campaigning to seek funds for new equipment through grants had started.

Footpaths. Mr Griggs advised the track in Upgate had been cut back. The map shows this is a footpath and not a vehicular access.

Planning. Mr Rust advised that the current owners of Station Road social housing were still exploring options to develop the site. Councillors expressed their concern at the delay and that the previous tenants had been removed unnecessarily.

Mr Rust to communicate with District Councillor.

**Action MR**

### **17/36 Planning Applications**

20171589 – Church Farm Barn, Hall Road, Alderford. Variation of Condition 2

Following Grant of Planning Permission 20170726 - Conversion of an Agricultural Barn to a residential dwelling and change of use of agricultural land to residential curtilage

**RESOLVED** no objections



## **17/37 Correspondence**

12.1 – Festival event - Humphrey Repton. Noted

12.2 – CPRE Vision for Norfolk. Noted

12.3 – CPRE support request. Noted.

12.4 – Withdrawal of bus service 42. It was

**RESOLVED** to ratify the response sent in respect of the loss of the service. Mr Rust would take this matter forward and liaise with the County Councillor and continue to press for the recommencement of the bus service to Swannington. **Action MR**

12.5 – Withdrawal from 50/50 Parish Partnership Scheme for work to bus stop area. It was agreed to continue with this jointly-funded scheme to improve the area around the bus shelter. **Action TP**

12.6 – Hornsea Project Three Consultation.

**RESOLVED** to ratify sent response

12.7 – Ladywell Accountancy Services

**RESOLVED** to ratify engagement for PAYE at terms supplied

12.8 – Pension Scheme.

**RESOLVED** under Regulation 3(1) of the Local Government Pension Scheme Regulations 2013 that the position of the Clerk to the Council should be designated as being eligible for membership of the LGPS with effect from 19 July 2017

12.9 – Clerk membership of SLCC.

**RESOLVED** to contribute £50.50 being 50% of the total subscription

## **17/38 Exclusion of Press & Public**

**RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of agenda item 13.1 in order to discuss matters where publicity would be prejudicial to the public interest by reason of the personal nature of the business to be transacted and to deal after the item that confirms the details of the next meeting.

## **17/39 Exchange of Information**

None

## **17/40 Next meeting**

The next meeting would be held in St Margaret's Church, Swannington, on Wednesday 22 November at 7.30pm

**The Chairman gave thanks for attendance and closed the meeting to the press and public at 8.15pm**

## **Confidential item**

**17/41 13.1 – The appointment of the new Clerk to the Council was confirmed. Contractual terms were agreed with the Council and the Contract of Employment was issued.**

**Meeting closed 8.23pm**