

REEPHAM PARISH COUNCIL – MEETING

AGM - Minutes

Held in the Methodist Schoolroom on Wednesday 18th May 2016 at 7.30pm

Present: Cllr D Perkins, who presided, Cllrs, A Clay, J Oxby, S Crease, P Stuffins, and B Tebbs, with the Clerk Mr B Wharton
C/Cllr I Fleetwood and D/Cllr A Welburn
One resident was also present.

1. Election of Officers

- a) Election of Chairman 2016/2017. At the proposal by A Clay and seconded by Cllr P Stuffins it was resolved that Cllr D Perkins would be returned as the Chairman.
- b) Election of Vice-Chairman. At the proposal by Cllr P Stuffins and seconded by Cllr A Clay it was resolved that Cllr J Oxby would be elected as the Vice-Chairman.
- c) Election of Committee members. At the proposal by Cllr P Stuffins and seconded by Cllr J Oxby it was resolved that the Committees be re-elected as they stood during the past year.
- d) Reepham & C W Village Hall member. At the proposal by Cllr P Stuffins and seconded by Cllr J Oxby, it was resolved that Cllr D Perkins be Village Hall Member.
- e) The Acceptance of Office of Chairman form was duly signed by Cllr D Perkins

2. Apologies.

Were received from Cllrs N Ward, A Brammer, D World and D/Cllr C Darcel.

3. Matters raised by members of the public. - None

4. Minutes of Meeting held on 29th March 2016.

At the proposal of Cllr S Crease, seconded by Cllr P Stuffins, it was carried that minutes of the meeting of 29th March 2016 be accepted as a true record.

5. Clerk's report on outstanding issues.

The Defibrillator and cabinet lies with the school awaiting installation. There were queries re ongoing expenses but these have been answered by EMAS.

Letters were written to LCC re Grass Cutting – no reply and Potholes, yellow lines, etc – a reply is on file and will be circulated with correspondence. Noted new drains in Smooting Lane – perhaps the problem of the rainfall river is over.

The cemetery notice board is now on the Parish insurance.

The St Paul's transfer to Cherry Willingham is now complete.

A rubbish bin is now installed new the Kennel Lane bus shelter. WLDC confirm that equipment would be available for a hand pick up of rubbish through the streets if required.

6. Correspondence

WLDC – Notice of meetings, agendas and an Extraordinary Meeting agenda.

WLDC – Consultation on a Community Infrastructure Levy.

Police – Apr/May statistics.

Centenary Fields – Protecting green spaces as designated Centenary Fields.

Alzheimer's Society – Poster.

LCC – Central Heating Fund – Poster.

LCC Update on the LEB.

Clerks and Councils Direct – May Issue.

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Aon – Insurance quote (not applicable as Reepham has a long term agreement with Came and Co until next year.

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Martyn Furness – Information re a change of usage of part of Fiskerton Airfield. Cllr P Stuffins declared an interest. This will be a matter for Fiskerton PC as a planning matter though we should receive a courtesy notification from WLDC.

7. Financial Matters

(a) Presentation of Accounts

1. Glendale – Grass cutting - March	£ 263.73
2. Glendale – Grass cutting – April	£ 263.73
3. B Wharton – salary, telephone, computer, Plus cheque to cover the purchase of the laptop, printer and security suites.	£1509.04
4. PAYE	£ 191.02
	£2227.52

Proposed by Cllr J Oxby, seconded by Cllr B Tebbs, it was resolved that these be paid.

At this juncture the Clerk was asked to leave the room. Following the purchase of computer equipment by the Parish Council, the PC payments of £15 to the Clerk for use of his equipment will cease. As the Clerk will gain an increased workload covering insertion of transparency requirements onto and maintenance of the website discussion took place on what recompense was appropriate. Proposed by Cllr S Crease, seconded by Cllr P Stuffins it was carried that the Clerk be granted an increase of working hours from 20 to 21 hours per month (except Aug and Dec). The Clerk was invited to return.

(b) Internal Audit and Annual Governance Statement 2015/16

The Audit Accounts and the Annual Governance Statement were read out and at the proposal of Cllr B Tebbs, seconded by Cllr A Clay it was carried that the Parish Council confirmed and signed acceptance. The Internal Audit by Mr K Thoy is expected to be carried out on 25th May. The Audit submission date is June 10th.

(c) Remittances.

LALC for Transparency Fund	£ 510.00
HMRC – VAT Refund	£1080.28
LCC – Grass Cutting	£1183.00

- (d) Insurances. The Came and Co insurance renewal at **£418.57**, proposed by Cllr J Oxby, seconded by Cllr A Clay was carried. Clerk to check whether the new PC equipment is covered by the Clerk's home insurance or whether it needs adding to the Parish Insurance.

8. Planning Matters

2 Adjacent planning applications had been presented 1 in Cherry Willingham and the other on Wragby Rd. Both were returned with no comments.

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9. Road and Footways

Nil.

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10. Field Footpaths and Bridleways

Nil.

11. Matters referred from Annual Parish Meeting

Nil

12. Conservation Area

Nil.

13. Amenity Areas

Noted that the Ring Fenced 106 Agreement relating to the maintenance of the buffer zone around Manor Rise (R2) would have run out part way through the coming year.

14. Witham 3rd IDB and Sewerage.

This related to a point brought up by Cllr N Ward regarding the run off into Reepham Beck should the houses be built in the future in the beck catchment area. The Clerk had contacted the Witham 3rd IDB and had been updated to the affect that it was expected that any house build would have controlled volume run off. A request had already been received for the Witham 3rd to take over the section of Reepham Beck upstream of its current commitments which cease at the footbridge on the footpath Reepham to Sudbrooke. This request had been turned down. At a proposal by Cllr J Oxby, seconded by Cllr S Crease it was carried that, to show support to the comments of the field owners, Clerk to write to Witham 3rd.

17. Business for the next Agenda

Nil.

The Meeting closed at 8.35pm.
