

REEPHAM PARISH COUNCIL

Minutes of Meeting

Methodist Schoolroom on Wednesday 15th May 2019 at 7.30pm.

Present: Cllr D Perkins, who presided, Cllrs A Brammer, P Stuffins, C Wilson and D World with the Clerk, Mr B Wharton.

D/Cllrs A Welburn, C Darcel and C Hill also attended

1. Election of Officers

- a) Election of Chairman 2019/2020. A proposal was made by Cllr P Stuffins that Cllr D Perkins be returned as Chairman. This was seconded by Cllr A Brammer and it was unanimously resolved that Cllr D Perkins would be returned as Chairman.
- b) Election of Vice-Chairman. At the proposal by Cllr D World and seconded by Cllr A Brammer it was resolved that Cllr P Stuffins would be elected as the Vice-Chairman.
- c) Election of Committee members. At the proposal by Cllr A Brammer and seconded by Cllr P Stuffins it was resolved that the Planning Committee Chair, following the retirement of last year's Chair, should be Cllr C Tebbs and that the other Committees be re-elected as they stood during the past year. Further, Cllr A Brammer requested that he be added to the Planning Committee.
- d) Election of Reepham & C W Village Hall member. At the proposal by Cllr D World and seconded by Cllr C Wilson, 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 Cllr B Tebbs (holiday) and J Oxby (work),

3. Matters raised by members of the public

Nil

4. Minutes of Meeting held on 26th March 2019

At the proposal by Cllr D World, seconded by Cllr P Stuffins, it was resolved that the minutes be accepted

5. Clerk's report on outstanding issues

It was reported that the handyman, who also is the official grass cutter for Cherry Willingham Parish Council, had handed his notice in to them. Contact over the completion of the tasks at the play-park is ongoing.

6. Correspondence

C/Cllr Fleetwood – Report for April.

WLDC – Agenda.

Merchant Navy Fund – info.

HAGS – magazine.

Clerks and Councils Direct – magazine.

Wicksteed – Fund raising.

LCC Highways – Temporary Road Closure.

LALC – Training Days

D/Cllr Darcel – proposal requesting comments on a road from Hawthorn Rd the Wragby Rd as part of the LEB.

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7. Financial Matters

(a) Presentation of Accounts

PAYE	£ 230.13
B Wharton – Pay, telephone, PC delivery,	£ 950.52
B Wharton - Norton Security renewal	£ 49.99
B Wharton - Microsoft Outlook subscription	£ 59.99
Pi Play Park Inspection	£ 78.00
MCM builders – Church Pathway (Item 4 of March meeting).	£2272.74
Eon – Christmas Tree lighting	£ 5.10
Glendale - Grass Cutting	£ 282.22
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	£4210.91

At the proposal by Cllr P Stuffins, seconded by Cllr D World, it was resolved that these cheques be signed.

(b) Signing of Exemption from External Audit.

At the proposal by Cllr A Brammer, seconded by Cllr C Wilson, it was resolved that the Certificate of Exemption from the External Audit should be signed by the Chairman. This exemption is mainly because neither income, nor expenditure exceeded £25,000. The exemption is forwarded to the External Auditing Authority.

(c) Annual Governance Statement 2018/19

The Annual Governance Statement for 2018/19 was read out and confirmed. At the proposal by Cllr P Stuffins, seconded by Cllr C Wilson, it was resolved that all sections be signed and accepted.

(d) Audit Accounts 2018/19 to be read out and signed.

The Annual Accounting Statement for 2018/19 was read out. At the proposal by Cllr A Brammer, seconded by Cllr D World, it was resolved that this be accepted.

(e) Internal Audit. – is to be conducted by Mr K Thoy.

(f) Remittances.

iGas – Grant	£2000.00
WLDC – Precept	£8250.00

(g) Insurances.

Request for the third year of our agreement with Came & Co for the village insurance was presented. At the proposal by Cllr P Stuffins, seconded by Cllr C Wilson, it was resolved that this amount of **£427.30** be paid for the coming year.

8. Planning Matters

Before commencement, the Chairman asked that a letter of thanks be sent to Cllr A Clay upon his retirement. He has been a Councillor since 2002 with earlier involvement during the 1970s and many thanks are due to his service and especially as the Chair of the Planning Group.

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- (a) Report by Planning Committee, in the absence of the new Chairman
Report on application for 20 Hawthorn Rd, for 20 Hawthorn Rd, for 39-51 Hawthorn Rd and a Wragby Rd property had been returned to WLDC.
There were 3 more applications under consideration at present which will be considered under the new Chair.
The current process of email transmission will continue to be used until confirmed or otherwise later.

- (b) Extensions to dispensations in lieu of Declarations of Interest.

At present there is little movement on the Good's Farm Development and so the Dispensations will be allowed to lapse until such time as they may be needed. It was noted that there had been a change of status regarding dispensations following the proposals relating to the Stuffin's farm development and the stated Call for Sites would mean that Pecuniary Interests would need to be declared for some Councillors – the numbers of dispensations would be fewer.

- (c) Good's Farm Development
Nothing to add.

- (d) Neighbourhood Plans.

Cllr D World reported on the progress of the Neighbourhood Planning Group.
The problems with pecuniary interests or beneficial interests was also becoming a problem with the Steering Group. Now that some Steering Group members have themselves a beneficial interest thorough their own sites, it becomes debatable whether they should have any say in the site plans of others.
The sponsorship of the Parish Council involves the adoption of the Terms of Reference, which, in itself, requires each member to accept the Code of Conduct (as applied equally to the Parish Councillors themselves). This raises problems with any complaints that are laid and who should act as arbiter.
Parish Clerk will investigate further as any complaints on Councillors would be heard, legally, by WLDC which may not be appropriate for the Steering Group members. Any mechanism adopted to deal with this would need the assistance of outside advice.
Meanwhile a letter is to be prepared that lays out the concern to the Steering Group especially concerning the validity of any finished plan if such plan is achieved through what might be construed as misuse of the rules laid down.

9. Matters referred from the Parish Meeting.

Nil.

10. Roads and Footways

Nil

11. Field Footpaths and Bridleways

The Grant has been received from iGas. The Match Funding from WLDC is still awaited but the purchase order for the pathway from the kissing gate to Mellows Close has been sent to JMH Ltd.

12. Conservation Area

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Clerk was requested to contact WLDC for an update on the current status of 5 High Street.

14. Amenity Areas

Pi Inspection raised a valuation of £30,361.41 for the play park equipment. It is confirmed that this value is registered with the insurance company.

15. Business for next Agenda

Co-option

Planning processes.

Next Meeting 25th June 2019

Closed at 0852pm.