

REEPHAM PARISH COUNCIL – MEETING

AGM - Minutes

Held in the Methodist Schoolroom on Wednesday 24th May 2017 at 7.30pm

Present: Cllr D Perkins, who presided, Cllrs, A Clay, A Brammer, J Oxby, S Crease, P Stuffins, and B Tebbs, with the Clerk Mr B Wharton

C/Cllr I Fleetwood, D/Cllrs A Welburn M Palmer and C Darcel were also present

Two residents and the MD of Globe Consultants were also present.

1. Election of Officers

- a) Election of Chairman 2017/2018. At the proposal by Cllr A Brammer 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 S Crease and seconded by Cllr P Stuffins was resolved that Cllr J Oxby would be elected as the Vice-Chairman.
- c) Election of Committee members. At the proposal by Cllr S Crease and seconded by Cllr P Stuffins it was resolved that the Committees be re-elected as they stood during the past year.
- d) Election of Reepham & C W Village Hall member. At the proposal by Cllr A Brammer 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 Cllr D World.

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

4. Minutes of Meeting held on 28th March 2017.

At the proposal of Cllr B Tebbs, seconded by Cllr P Stuffins, it was carried that minutes of the meeting of 28th March 2017 be accepted as a true record.

5. Clerk's report on outstanding issues.

A meeting at the Kissing Gate had confirmed that the Jackson's Mobility Kissing Gate was suitable and, at the proposal of Cllr S Crease, seconded by Cllr A Brammer, it was resolved that one should be ordered and the village handyman be asked to fit it.

The discussion on a suitable surfacing was carried forward until after the installation of the gate.

The Hawthorn Road notice board re-installation, at the proposal of Cllr J Oxby, seconded by Cllr A Brammer, was resolved to go ahead in its original position. Photographs of the original siting show that the site was outside the line of the complainant's hedge and that the Council owned surface rights over the area in question.

6. Correspondence

NALC – Report on the Transparency Fund.

Police – Update from PCSO Parker.

D/Cllrs Welburn and Palmer – Report for April and May.

C/Cllr Fleetwood – Report for April.

Clerks and Councils Direct – May issue.

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Reepham Methodist Church – Agreement for rental.

Highways – Notification of the extension of Greetwell Rd roadworks.

Highways – LEB Open Day – posters.

County News.

Broxap brochure - with request for village entry gates from Cllr A Brammer. Carried to next agenda.

Glasdon brochure – street furniture.

HAGS – Play equipment brochure.

Norris and Fisher – Insurance Brokers requesting business.

MOD – Armed Forces Day – forward to school.

Anglian Water – Notice to help in search for pumping stations.

An email from a Hawthorn Road resident requesting a bus shelter.

7. Financial Matters

(a) Presentation of Accounts

1. Glendale – Grass cutting - April	£ 270.30
2. Glendale – Grass cutting – May	£ 270.30
3. B Wharton – salary, telephone, plus Petty Cash (£100)	£ 969.92
4. PAYE	£ 209.98
5. B Wharton – renewal Norton Security	£ 19.99
6. B Wharton – renewal Microsoft Office 365	£ 59.99
7. Signs of the Times – notice board	£ 150.36
	£1950.84

Proposed by Cllr S Crease, seconded by Cllr A Clay, it was resolved that these be paid.

(b) Annual Governance Statement 2016/17 to be read out and signed.

The Annual Governance Statement was read out and at the proposal of Cllr S Crease, seconded by Cllr A Brammer, it was carried that the Parish Council confirm and sign acceptance.

(c) Annual Accounts Statement to be read out and signed.

The Accounts Statement for 2016/17 was read out and, at the proposal of Cllr S Crease, seconded by Cllr A Brammer, it was carried that the Parish Council confirm and sign acceptance.

(d) Internal Audit 2016/17

The Internal Audit was completed by Mr Kevin Thoy and signed on the 23rd May 2017.

(e) Remittances.

HMRC – VAT Refund	£ 904.72
WLDC – Councillors' Initiative Fund (for Manor notice board)	£ 200.00

(f) The Came and Co insurance presented the required three quotes for the renewal of the village insurance. Came and Co recommended the quote by Inspire as covering the villages requirements. The insurance would cost **£428.12** but, if a 3-year renewal contract was taken, the quote would be

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reduced to **£406.72** (last year's **£418.57**). Proposed by Cllr A Clay, seconded by Cllr B Tebbs it was resolved to accept the recommendation and take the three-year renewal option with Inspire. A cheque for the amount was signed.

8. Planning Matters

a) Report by Planning Committee.
Was given by Cllr A Clay.

b) Dispensations in lieu of Declarations of Interest

Because the majority of the Parish Council would be closely affected by the Good's Farm Development in various ways it was found to be necessary to allow Dispensations to be signed to allow discussion and voting on matters relating.

At the proposal of Cllr P Stuffins, seconded by Cllr A Clay it was resolved that this course of action would be followed and that the Clerk should sign Dispensation Forms for the Cllrs for a period of one year. The forms were signed by the Cllrs and the Clerk.

c) Good's Farm development.

The Chairman summarised events to date including a request by the owner as to how the Parish Council's approval could be gained.

The meeting was closed at 2026 for Phil Scrafton, Managing Director of Globe Consultants to present to the Parish Council.

The meeting re-opened at 2038

At the proposal of Cllr A Brammer, seconded by Cllr P Stuffins, it was resolved that the current stance of the Parish Council should be declared, in that it considers that the scale of the development is too large.

Further, at the proposal of Cllr A Brammer, seconded by Cllr P Stuffins, it was resolved that the clerk should write to request available traffic flow forecasts so that the Parish Council could be better informed for decisions yet to be made.

d) Neighbourhood Plans

A meeting of interested parties had taken place under the leadership of Cllr D World, assisted by Cllr A Brammer. In the absence of Cllr World, a presentation had been made before the Annual Parish Meeting by a resident, of the requirements with a request that the Parish Council become the parenting group for the Neighbourhood Planning committee.

Proposed by Cllr J Oxby, seconded by Cllr P Stuffins, it was resolved that a Steering Group be formed, and the initial requirements for such a group, along with Terms of Reference, be set in motion. Clerk is to apply to WLDC to instigate the Neighbourhood Plan, an initial fund of £250 was set aside as a starting figure, with the acknowledgement that this would rise considerably, though external grant funding was available.

9. Road and Footways

Noted that the Kennel Lane bridge had had the rust covered railings overpainted. The renewal is still scheduled for 2018/19.

A traffic cone had appeared over the Manor Rise manhole crumble after being reported to Highways.

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10. Field Footpaths and Bridleways

Field footpath overgrowth between Hawthorn Road and North Greetwell had been reported to Highways.

11. Matters referred from Annual Parish Meeting

Nil

12. Conservation Area

Nil.

13. Amenity Areas

A tree that had, unofficially, been sawn down in the Manor Rise buffer zone had been reported to WLDC

14. Business for the next Agenda

Nil.

Next Meeting – Tuesday 27th June.

The Meeting closed at 9.30pm.
