**Minutes of Meeting**

**held 7.30 pm Tuesday 4 September 2018 at Langley with Hardley Village Hall**

**(Subject to amendment until signed by the Chairman at the next meeting)**

Councillors present: Mr Anthony Timmins (Chair), Mr Mike Caston, Mr John Wheeler, Mr Richard Watson and Mr Barry Stone. (Mr Nigel Sullivan arrived at 7.50 pm – due to work commitments)

Also present: Mrs Carla Petersen (Clerk)

Members of the Public: None

1. **Apologies for Absence** – Mr Stephen Willmott (attending WW1 battlefields in France), Mrs Frances Kirkpatrick (holiday)
2. **Declarations of Interest** – None.
3. **Dispensations for Disclosable Pecuniary Interests** – None.
4. **Minutes of the Previous Meeting** – Minutes were signed as an accurate record of the meeting.

*(Item 11- County Councillors report was bought forward) (Mr Barry Stone left at 7.45pm)*

1. **Matters for Discussion**

**5.1 2018 Model standing orders- amendment**. National Association of Local Councils has amended some model standing orders. Agreed for Clerk to review existing standing orders and prepare a new document.

**5.2 RoSPA report update.** NGF Play have adjusted the zip-wire to the correct stop position and also tensioned the wire. The turf under the zip wire has dried out during the hot dry summer therefore no further action is required at present.

**5.4 Better Broadband for Norfolk Project – New Cabinet.** A new communications cabinet is to be installed on the grass verge on Hardley Road, near the junction with Back Lane, Langley to serve residents and businesses in the immediate surrounding area. No date for installation is currently available, however the Better Broadband for Norfolk Programme is due to complete by the end of March 2020.

**5.4 South Norfolk and Broadland Council collaboration.** On Thursday 12 July 2018 South Norfolk and Broadland Councils overwhelmingly agreed to embrace a strategic collaboration and for one joint officer team to be established to support the two autonomous councils.

**5.5 Town and Parish Clerk Consultation meeting update.** Clerk attended Consultation on 12 July 2018 and provided a report of the meeting.

**5.6 Norfolk Parishes Website – change of provider**. The operation and support of the website has been transferred to a new provider from 1September 2018.

1. **Matters arising from the Clerk’s report and receive updates.**

* Contacted Mr Gary Overland at Highways regarding the repeater posts and flooding on Langley Street. Mr Wheeler agreed to contact Mr Overland regarding the ongoing issues on Langley Street.
* Attended Town & Clerk’s Consultation on 12July 2018.
* Provided Highway Rangers with a list of work to be carried out.
* Noticed a couple of bricks had become loose on the base of the Village sign.
* Claxton Parish Council is still keen to go ahead with a joint SAM2.
* Revised the accounting system.
* To enable accurate updating of website visited Hardley Church, Book Exchange and Loddon Library.
* Spoke to Barclays Bank regarding online salary payment. Agreed for Clerk to set up a standing order.

1. **Correspondence**

* Received several emails from Chedgrave Parish Council regarding a craft obstructing River Chet. Broads Authority have responded extremely quickly and confirmed their intention of removing the piling in October 2018.
* Received an email from LwH Village Hall regarding proposed increase in rent charges. Rent has remained the same for the last 6 years. All agreed to the increase of £5.00 per session.
* Received a cheque from Mr P Hagger regarding dog bin invoice.
* Received a few emails and a telephone call from Mr Rob Barnes regarding Village Sign and the condition of the base. Agenda for next meeting.
* Full list of correspondence circulated following the meeting.

1. **Planning:**

**8.1 Decision –** Approval subject to conditions. South Norfolk Council 2018/1263 **Location:** Langley School, Langley Park, Langley, NR14 6BJ **Proposal:** Temporary siting of a mobile classroom

1. **Finance:**

**9.1 Finance statement/bank reconciliation.** Agreed in order and approved of the new format.

**9.2 To approve the following payments:**

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| --- | --- | --- | --- |
| Mrs C Petersen | Clerk’s salary July 2018 & home office allowance | BACS | £223.50 |
| GS Computers | Bullguard Internet Security 2018 – Renewal | BACS | £25.00 |
| LwH Village Hall | Rent September 2018 | 100955 | £20.00 |
| GS Tractor Services | Fourth of four half share payments grass cutting | 100956 | £150.00 |
| Mr D Baldry | Fourth of four half shares grass cutting | 100957 | £150.00 |
| Mrs C Petersen | Clerk’s salary August 2018 & home office allowance | BACS | £232.84 |
| Mrs C Petersen | Clerk’s mileage, postage & administrative expenses July – August 2018 | 100958 | £75.63 |

Account Balances as at 28 August 2018

|  |  |
| --- | --- |
| Current account | £4670.38 |
| Savings account | £2035.39 |
| Playground account | £ 157.70 |
| Total | £6863.47 |

1. **To receive Police Report.** The Chairman read out the reports for July and August. Copies are available on the website. Detailed localised police report:-

|  |  |  |  |
| --- | --- | --- | --- |
| May 2018 | On or near Langley Green | Criminal damage and arson | Investigation complete; no suspect identified |
| May 2018 | On or near Hardley Road | Criminal damage and arson | Investigation complete; no suspect identified |
| June 2018 | On or near Langley Green | Anti-social behaviour | N/A |

1. **To receive the County Councillors Report.** Mr Barry Stone thanked everyone for their patience whilst he was not driving and reported: - Taken on the role of Chairman of Business and Property – Major aim is Revenue Generation and helping to reduce the deficit by property asset sales. We need to save £95m over three years improving services and delivering them in a better way but at a reduced cost. Adult Social Care needs to reduce costs by £54.241m over the next four years so we need to find a better way of funding and delivering services. Care in the home a top priority with various tax raising proposals explored and to this end a Green Paper has been produced by the LGA and a consultation process is underway, closing on 26th September 2018. Can be found at [www.futureofadultsocialcare.co.uk](http://www.futureofadultsocialcare.co.uk). The government has been promising a Green Paper for some time and it is now expected in the autumn. £6,000 is available again this year for highway safety improvement.
2. **To receive the District Councillors Report.** Not available.
3. **To receive the Tree Warden Report.** Mr Wheeler reported there has been early leaf fall which is a defence mechanism. Young trees and shrubs have shut down however should recover in the autumn. There has been excellent year fruit this year and the blackberries have been nice and tasty.
4. **To receive the Parish Councillors Reports.**

* Mr Sullivan reported that a large horsechestnut tree had fallen down in Langley Churchyard along the border, blocked the gate and caused damage to some headstones. Mr C Lutkin carried out a very good job clearing the tree. Smaller sections were cleared by parishioners and maintenance staff from Langley School. A team effort ensured the gate was cleared in time for the booked wedding. Parish Council would like to thank all those who helped. Mr Sullivan promoted a concert Handel with Care on Saturday 29 September 2018 @ 7.30 pm. Concert proceeds will go towards refurbishment of the Church. Full details are on the website. Mr Sullivan reported the playground has been a success and adults and children were seen using it on the way to the recent Mill event. Mr Sullivan congratulated the Village Hall for their recent auction and bar event.
* Mr Watson reported the recent 50/50 Auction at the Village Hall and the bar raised nearly £400 which did not quite cover the cost of the vandalised windows. £100 had been made from opening the bar on 31August 2018. The bar will be open again on Friday 7 September 2018 from 7.00 pm – 10.00 pm.
* Mr Wheeler reported the Village Hall reserves are very low.
* Mr Caston congratulated the Village Hall on their recent Auction. Mr Caston reported the potholes on Hardley Road and Church Road, which were marked about 2 months ago, are losing their paint markings.
* Mr Timmins reported that it is the time to look to the future now that there is a smart play area that should attract local interest. It would be good if a couple of local parents for example would get involved, not just in a cleaning rota, but in forming a sub committee to generate ideas for its development and use in the future. Clerk to liaise with Mr Timmins and prepare article for Chet News and posters for notice boards. Mr Timmins circulated a report he had prepared detailing outstanding Highway issues from Langley War Memorial to the Book Exchange (no pot-holes on the list as these have already been marked on the road). Clerk to forward a copy to Mr Stone. Mr Timmins reported that sharing a SAM2 with Claxton will require certain items agreeing upon before proceeding - collection and set up, download and clearing data, costings and what happens to the current third share. Mr Timmins agreed to contact Woodton Parish Council for their suggestions on the current shared SAM2. Agenda item for next meeting.

1. **Public participation.** None.
2. **Date of next meeting –** Tuesday 2 October at 7.30 pm in Langley with Hardley Village Hall.

Meeting closed at 21.10 pm.