**Minutes of Meeting**

**held 7.30 pm Tuesday 6 November 2018 at Langley with Hardley Village Hall**

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

Councillors present: Mr Nigel Sullivan (Chair), Mr Anthony Timmins, Mr Mike Caston, Mr John Wheeler, Mrs Frances Kirkpatrick, Mr Richard Watson, Mr Stephen Wilmott

Also present: Mrs Carla Petersen (Clerk)

Members of the Public: None

1. **Apologies for Absence** - Mr Barry Stone (another meeting)
2. **Declarations of Interest** - None.
3. **Dispensations for Disclosable Pecuniary Interest** -None.
4. **Minutes of the Previous Meeting** - Agreed to an amendment at 14.1. At the end of the sentence add ‘and are the relevant authorities aware of this’. Minutes were signed as an accurate record of the meeting.
5. **Matters for Discussion**

**5.1 SAM2 - update**. A site meeting had been carried out with Mr Timmins, Mrs Petersen, Mrs Pat Clare (Chair of Claxton Parish Council) and a representative from Westcotec (recommended SAM2 supplier). Sharing a SAM2 with a neighbouring parish would have many advantages - the SAM2 would be in use for 50% of the time, easy transfer of the SAM2 between the two parishes, a saving on transportation costs, bluetooth option allows efficient downloading of data and statistics for both parishes can be monitored by Clerk. A quote had been received from Westcotec. Agreed to go ahead.

**5.2 Vandalism in play area.** The sign by the fitness equipment had been bent and ripped off its holding screws and then dumped by the baby swing. The protective cover for the baby swing had been removed and could not be found. Clerk had reported incident to the Police. Mr Timmins offered to repair the damaged sign over the next few months. Councillors thanked Mr Timmins for this offer. Mr Timmins suggested it would be a good idea if a few people could keep a check on the play area.

**5.3 Norfolk Childrens Centres Consultation.** Agreed to defer to next meeting and ask Mr Barry Stone for further information.

**5.4 Annual appraisal for Clerk**. Agreed Mr Sullivan and/or Mr Timmins would carry out the appraisal. Clerk to arrange date and time.

**5.5 To consider CiLCA training for Clerk.** Agreed for Clerk to apply for EU funding, share the costs with Claxton Parish Council and start CiLCA training in January 2019.

1. **Matters arising from the Clerk’s report and receive updates.**
* Received from Dean Baldry a quote of £55 to repair the base of the village sign. Agreed for the repair to be carried out as soon as possible.
* Reported play area vandalism to Police.
* Contacted SNC for confirmation regarding the rough sleepers at Langley Staithe. SNC confirmed the rough sleepers would need including in their statistics. SNC asked if Councillors could make contact with the rough sleepers and see if they required any help.
* Booked to attend Town & Clerks Consultation on 22 November 2018 (shared costs with Claxton Parish Council).
* Purchased the agreed printer with extended warranty.
* Reported issues to Highway Rangers.
* Advised Mr Wilmott of the new training dates for Being an Effective Councillor.
* Continued to update website.
1. **Correspondence.**
* Email received from South Norfolk Council requesting a rough sleeper estimate for 14 November 2018 into morning of 15 November 2018.
* Email received for Langley with Hardley Parish Trust annual return. Clerk to action.
* Resident reported the trees by the gate to the play area on Gentlemans Walk were affecting their telephone lines. Clerk to contact BT.
* Email received from Chedgrave Parish Council regarding Wherryman’s Way from Chedgrave Common to the bird hide.
1. **Planning:** None
2. **Finance:**

**9.1 Finance statement/bank reconciliation.** Agreed in order.

**9.2 Receipts:** None.

**9.3 To approve the following payments:**

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| --- | --- | --- | --- |
| Mrs C Petersen | Clerk’s salary October 2018 & home office allowance | BACS | £220.39 |
| LwH Village Hall | Rent November 2018 | 100961 | £25.00 |
| Mrs C Petersen | Clerk’s mileage, printer re-imbursement & administrative expenses October 2018 | 100962 | £94.65 |
| Royal British Legion Poppy Appeal | Poppy wreaths | 100963 | £40.00 |

Account Balances as at 30 October 2018

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| --- | --- |
| Current account | £6901.86 |
| Savings account | £2036.40 |
| Playground account | £ 157.78 |
| Total | £9096.04 |

1. **To receive Police Report.** The Chairman read out the report for October. A copy is available on the website. Detailed localised Police report:-.

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| --- | --- | --- | --- |
| August 2018 | On or near Hardley Road | Violence and sexual offences | Under investigation |

1. **To receive the County Councillors Report.** Not available.
2. **To receive the District Councillors Report.** Not available.
3. **To receive the Tree Warden Report.** The leaves are staying on well this year. Not had a proper air frost. The trees are budding up for next year. Advised about the threat posed by the larvae of the Oak Processionary Moth Caterpillars (OPM). The OPM can strip an oak tree of its leaves, weakening it and leaving it vulnerable to other pests and diseases. Further details can be found at <https://www.forestry.gov.uk/oakprocessionarymoth>. Trees sold with Union Jack labels are not necessarily grown in the UK.
4. **To receive the Parish Councillors Reports.**
* Mr Watson reported Asian hornets have come over to the UK. They are smaller, have one yellow band and pose a great threat to honey bees. Further details or to report sightings on Asian hornets can be found at [www.nonnativespecies.org/alerts/asianhornet](file:///C%3A%5CUsers%5CParish%20Clerk%5CDocuments%5CMinutes%5CMinutes%202018%5Cwww.nonnativespecies.org%5Calerts%5Casianhornet) .
* Mr Watson reported the Village Hall Quiz & Chips evening had been successful and raised £330.00 and another Quiz & Chips evening is planned in January 2019. The recent Spooktacular event had been attended by 26 children – 4 were from the parish. The Village Hall bar is making a bit of money and will be open again on Friday 9November 2018.
* Mr Watson promoted the Village Hall bar being open on Friday 21 December 2018.
* Mr Timmins reported on a visit by Peter Thompson, the Highways Technician from NCC. The following were agreed to be carried out: **A**) replace the wooden 40mph repeater signs with galvanised steel posts outside number 16, between Village Hall and the track to Hardley Windmill and opposite Staithe Farm **B**) replace the faded 30mph discs near village sign **C)** replace direction sign at the junction next to Village Hall **D**) remove dangerous broken off post near Langley Abbey.
* Mr Timmins reported Mr Mike Stevenson, a millwright from Essex, had repaired the turbine at Hardley Windmill and is ready for use next year.
* Mr Wheeler reported ditches in Bramerton had been cleared.
* Mrs Kirkpatrick reported Hardley Dyke, Stone Cross and Hardley Staithe gates need repairing and a fence is down.
* Mr Caston reported the branches of the oak tree planted in the Jubilee at Cross Stone Road require cutting. Mr Wheeler agreed to action.
* Mr Caston commented on the flooding of a road in Claxton. Clerk to forward comments to Claxton Parish Council.
* Mr Caston promoted a Carol Service at Hardley Church on Tuesday 18December 2018.
* Mr Sullivan promoted an Exhibition of Ceramics by Rob Wheeler in St Michael’s Church, Langley on various dates in November & December (full details on website and the notice boards).
* Mr Sullivan promoted O Lovely Peace – a concert in the Ballroom, Langley Hall on Saturday 1 December 2018 @ 7.30 pm (full details on website and the notice boards).
* Mr Sullivan promoted a Carol Service at Langley Church on Thursday 13 December 2018.
1. **Public participation.** None**.**
2. **Date of next meeting –** Tuesday 4 December 2018 at 7.30 pm in Langley with Hardley Village Hall.

Meeting closed at 20.45 pm.