**Minutes of Meeting**

**held 7.30 pm Tuesday 4 December 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: One

1. **Apologies for Absence** - Mr Barry Stone (another appointment).
2. **Declarations of Interest** - None.
3. **Dispensations for Disclosable Pecuniary Interest** -None.
4. **Minutes of the Previous Meeting** - Agreed to an amendment at 14.5. Added “and” after Mr Mike Stevenson. Minutes were signed as an accurate record of the meeting.
5. **Matters for Discussion**

**5.1 Precept setting timeline.** Clerk had already circulated SNC Precept Setting Timeline. Mr Timmins reported that grant funding had been reducing year upon year and this should be taken into consideration when agreeing the precept for 2019/2020. Precept to be agreed upon at the January meeting.

**5.2 Grass cutting tender.** The current three year grass cutting tender has now ended. Agreed to the proposed invitation to tender advertisement. Yearly hedge cutting at the Village Hall to be added to the tender as a separate quote. Closing date for applications 4 January 2019. Clerk to action.

**5.3 Norfolk Childrens Centres Consultation.** Agreed to carry forward.

**5.4 Meeting dates for 2019.** The following dates were agreed upon for 2019: 8 January, 5 February, 5 March, 2 April, 7 May, 4 June, 2 July, 3 September, 1 October, 5 November and 3 December.

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

* Provided SNC the 2 x rough sleepers for their yearly statistics.
* Contacted various departments at SNC regarding the rough sleepers and liaised with Mr Wilmott. Positive progress has already been made. The rough sleepers have 8 dogs which is making housing more difficult. Mr Sullivan thanked the Councillors who had visited the rough sleepers.
* Contacted Mr Baldry to confirm the go ahead with the repairs to the base of Village sign.
* Attended The Town & Clerks Consultation on 22 November (shared costs with Claxton Parish Council).
* Clerk advised NALC will be holding Elections Training in February 2019. All agreed it was not necessary for Clerk to attend this training.
* Displayed the bee and moth posters. Clerk asked for consideration on purchasing a laminator as posters have been getting wet. Agreed for Clerk to go ahead and purchase a reasonably priced laminator.
* Completed the application form for Partnership Funding for a joint SAM2 with Claxton Parish Council.
* Booked training courses for Mr Wilmott and Clerk.
* Booked Clerk onto CiLCA training course.
* Clerk received her yearly appraisal from Mr Sullivan and Mr Timmins.
* Due to difficulties with accessing the internet on LwH computer Clerk had contacted Mr Shilling for advice. Mr Shilling reported the computer was almost 10 years old and had lasted much longer than expected. The exact cause of the problem is uncertain. Clerk agreed to change internet provider and see if the situation improved. Clerk to include in next year’s budget provision for purchasing a new computer.

1. **Correspondence.**

* Email received from Woodton Parish Council confirming that £200 will be paid by cheque for the third share of the existing SAMS. Cheque will be signed at their meeting on 11 December 2018 and forwarded to Clerk.

1. **Planning:**

**8.1 Retrospective Application –** Read out by the Clerk.

Broads Authority BA/2018/0478/FUL

Location – River Chet Proposal – Removal of a 37m linear length of failed sheet piling

The work had been carried out as a matter of emergency as the piling could fail at any time and needed removing as soon as possible.

1. **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 mileage & postage expenses November 2018 | 100964 | £30.10 |
| LwH Village Hall | Rent December 2018 | 100965 | £25.00 |
| South Norfolk Council | Dog bin yearly charge | 100966 | £252.00 |
| Norfolk ALC | Clerk CiLCA Training | 100967 | £180.00 |

Account Balances as at 30 November 2018

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| --- | --- |
| Current account | £6496.82 |
| Savings account | £2036.40 |
| Playground account | £ 157.78 |
| Total | £8691.00 |

1. **To receive Police Report.** The Chairman read out the report for November 2018. A copy is available on the website. Detailed localised Police report:-.

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| --- | --- | --- | --- |
| September 2018 | On or near Gentlemans Walk | Theft from a person | 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.** Mr Wheeler reported the robins are singing their winter song. The majority of leaves have fallen off the trees. The holly trees have a lot of berries on this year which indicates a harsh winter.
4. **To receive the Parish Councillors Reports.**

* Mr Watson reported the Village Hall continues to improve in standard. Mr Watson invited all the Parish Council to an event arranged on 21December 2018 at the Village Hall. Mr Watson reported the Village Hall website had been updated. Mr Sullivan congratulated Mr Watson on the recent hall events.
* Mr Wilmott reported now being able to access BT Superfast internet which is very fast.
* Mrs Kirkpatrick enquired about an emergency plan. Agreed for Clerk to copy the existing information, “Are you ready for winter”, from the website and display in the notice boards for those who do not have access to a computer.
* Mrs Kirkpatrick enquired about planting bulbs. Agreed planting would be better in September or October next year.
* Mr Sullivan promoted a Candlelit Christmas Carol Service at St Michael’s Church, Langley on 13 December 2018 at 6.30 pm.

1. **Public participation.** None**.** Mr Sullivan thanked the parishioner for their attendance.
2. **Date of next meeting –** Tuesday 8 January 2019 at 7.30 pm in Langley with Hardley Village Hall.

Meeting closed at 20.25 pm.