**Minutes of Meeting**

**held 7.30 pm Tuesday 2 October 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 Mike Caston, Mr John Wheeler, Mrs Frances Kirkpatrick, Mr Stephen Wilmott

Also present: Mrs Carla Petersen (Clerk)

Members of the Public: None

1. **Apologies for Absence** –Mr Anthony Timmins (holiday), Mr Richard Watson (illness), Mr Barry Stone (another meeting)
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.
5. **Matters for Discussion**

**5.1 Village Sign – repairs to base & repainting**. Mr Rob Barnes has agreed to re-paint the Village Sign free of charge in the spring. Costs of approximately £90 will need to be re-imbursed for paint etc. Clerk to contact Mr Gary Shilling for an estimate on repairs to the damaged base of the sign.

**5.2 SAM2 – sharing with Claxton Parish Council.** Mr Timmins had contacted Woodton Parish Council who will be raising this at their next meeting.

**5.3 Town and Parish Clerk Consultation meeting 22 November 2018.** It was agreed the Clerk should attend and share the costs with Claxton Parish Council if they also agree to their Clerk attending this event.

**5.4 CPRE Update 30.8.18.** No comments.

1. **Matters arising from the Clerk’s report and receive updates.**
* Forwarded to Mr Barry Stone the outstanding Highways issues list which Mr Timmins had prepared.
* Prepared and displayed in the notice boards a poster for volunteers for the play area.
* Clerk reported the printer had just stopped working and was beyond economic repair due to its age. Clerk had researched printers, ink options and predicted running costs. Clerk had contacted GS Computers for advice/recommendations. All agreed to go ahead with the suggested printer and instant ink option. Clerk to action.
* Barclays standing order has been set up successfully.
* Contacted the co-ordinator for the poppy wreaths. All agreed to go ahead with the usual order of wreaths.
* Prepared Chet News update.
* Continued to update website.
1. **Correspondence**
* Email received from Mr Gerry Gunton in Tasmania. He gave congratulations on the updated website and in particular the Langley Cross article.
* PKF Littlejohn, the auditors, had sent a few emails confirming Langley with Hardley Parish Council could apply for exemption. Chairman and Clerk signed a new document. Clerk submitted the revised document before the deadline of 14 September 2018 (a copy is on the website).
* Full list of correspondence circulated following the meeting.
1. **Planning:** None
2. **Finance:**

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

**9.2 Receipts:** £65.04 from Mr P J Hagger for dog bin and £3096.04 from South Norfolk Council for precept.

**9.3 To approve the following payments:**

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| --- | --- | --- | --- |
| Mrs C Petersen | Clerk’s salary September 2018 & home office allowance | BACS | £220.39 |
| LwH Village Hall | Rent October 2018 | 100959 | £25.00 |
| Mrs C Petersen | Clerk’s mileage, postage & administrative expenses September 2018 | 100960 | £53.19 |

Account Balances as at 1 October 2018

|  |  |
| --- | --- |
| Current account | £7175.44 |
| Savings account | £2036.40 |
| Playground account | £ 157.78 |
| Total | £9369.62 |

1. **To receive Police Report.** The Chairman read out the report for September. A copy is available on the website. Detailed localised Police report not available.
2. **To receive the County Councillors Report.** Not available.
3. **To receive the District Councillors Report.** Not available.
4. **To receive the Tree Warden Report.** Mr Wheeler reported the leaves are changing into lovely colours. He reported there may be a new tree warden.
5. **To receive the Parish Councillors Reports.**
* Mr Wilmott reported seeing on Langley Staithe a transit van with a couple of rough sleepers and their dogs and are the relevant authorities aware of this.
* Mr Wilmott recently visited Norfolk & Suffolk Aviation Museum in Flixton and whilst there had seen items of local history. Chairman promoted a visit to Seething Airfield which has even more items of local history.
* Mrs Kirkpatrick reported the crosses are looking good however the weeds have shot up. Hardley Windmill is now closed at the week-ends and will re-open again at the weekends in April 2019.
* Mr Caston reported Highways had filled all the potholes and had carried out a very good job.
1. **Public participation.** None.
2. **Date of next meeting –** Tuesday 6 November at 7.30 pm in Langley with Hardley Village Hall.

Meeting closed at 20.08 pm.