

Langley with Hardley Parish Council

Minutes No: 2019/12

Minutes of Parish Council Meeting held Tuesday 03 December 2019 7.30 pm in the Langley with Hardley Village Hall

Parish Councillors (4) present:

Councillors Stephen Wilmott (Chairman), Mike Caston, Richard Watson, John Wheeler

District Councillor present: None

County Councillor present: Councillor Barry Stone

Also in attendance: Carla Petersen (Clerk)

Members of the public: 0

19.01	To receive and approve apologies for absence Councillors Nigel Sullivan due to illness and Frances Kirkpatrick due to holiday.
19.02	To receive any declarations of interest from Members & consider requests for dispensation Declaration of interest made by Cllr Watson regarding planning applications 2019/2282 and 2019/2283.
19.03	To approve minutes of Council meeting held on 05 November 2019 Minutes were approved and signed by the Chairman.
19.04	Adjournment for Public Participation (15 minutes allowed for). N/A
19.05	Reports from: <ul style="list-style-type: none">Parish Clerk – Contacted CGM and gave the required notice for cancellation of contract, sourced options for new Internal Auditor and will provide a report at the next meeting, purchased the agreed A-Board and it was agreed for the Clerk to purchase a cycle lock to secure it when in use, provided Claxton PC with SAM2 volunteer contact details (Claxton PC will hold onto the SAM2 until LwH make contact). The SAM2 must still be returned to Claxton PC on 1 March 2020 as per Memorandum of Use Contract. The SAM2 cannot be used without 3 padlocks and it was agreed the Clerk should go ahead and purchase them. Agreed for Clerk to contact Cllr Sullivan to remind him to arrange transfer of SAM2 as a matter of priority. Due to the nights getting dark early the Clerk followed the guidelines in the Lone Worker Policy and did not display the posters in the dark. To comply with this policy, it was agreed that a hi-viz should be purchased and worn by the Clerk when attending to the noticeboards. Attended the networking session over at Diss on 19 November 2019. Received an email from Norfolk Parish Training & Support advising of a networking session on 9 January 2020 in Swainsthorpe and it was agreed the Clerk could attend on a shared basis with Claxton PC. Updated automatic enrolment duties with The Pensions Regulator. Received an email regarding litter pick grant advising that the rolls of bags are ready for collection from Ketteringham. Received a copy of South Norfolk Connect with an article on VE Day Grants – Clerk to advise Village Hall Committee about the available funding. Will prepare for next meeting a document detailing more effective and efficient communication methods. Mr Timmins confirmed fitting replacement ties on the goal at no cost to Council. In accordance with LwH Health & Safety Policy Mr Timmins should wear a hi-viz vest whilst carrying out play area checks and it was agreed to order one for his use. Outstanding criteria for LCAS – started to prepare a Training Record, Internal Control cannot be carried out until the outstanding Chairman Report for May 2019 is received, councillor contact details need updating with new Gmail accounts and a brief introduction for each councillor to be uploaded onto the website.County Councillor Barry Stone – The Chairman provided Barry Stone with an update on the recent meeting with Gary Overland, Highways Engineer, regarding the speed limit outside the play area. Barry Stone to be copied into Langley School traffic communications. Barry Stone provided an update on Wherryman’s Way and that a separate meeting will be

Signed:..... Dated:.....

	<p>arranged, in the early part of 2020, with Chedgrave PC and LwH PC to discuss activity to date and future plans. The 2D design for the roundabout at George Lane should be finalised before the end of the year and the hope is to start building work in Spring 2020. (Left at 7.53 pm)</p> <ul style="list-style-type: none"> • District Councillor Kay Mason Billig - not available • District Councillor Jeremy Rowe - not available • Police – The Police report was read out by the Chairman. A copy is on the website. The localised Police report for October 2019 is made up of the following: - public order x 1 • Tree Warden – The saplings were planted last Saturday at Langley Church.
19.06	<p>To consider an application received for the Councillor vacancy</p> <p>The applicant was unable to attend due to another commitment. To be carried forward to next meeting.</p>
19.07	<p>To receive an update regarding the speed limit outside the play area</p> <p>The Chairman provided an update on a meeting that he had attended on 22 November 2019 with Gary Overland, Highways Engineer. The two had walked the area and Gary's conclusion was that unfortunately he was not able to pursue a reduction in the speed limit because there are insufficient properties and driveways adjacent to the road. Gary agreed the playground signs were old and in poor condition and confirmed he would order and reposition/put in place two new signs that will be much easier to see and are reflective at night. This will assist users of the road at night and encourage them to slow down in this area which is helpful when the village hall is being used. Greenery that surrounds the entrance to the village hall restricts the view exiting the village hall car park. Clerk to action.</p>
19.08	<p>To receive an update on subscription to Information Commissioner's Office. Agree on a course of action</p> <p>The Clerk had contacted SLCC who had confirmed that subscription to Information Commissioner's Office was necessary. Clerk to make further enquiries and report back at the next meeting.</p>
19.09	<p>To receive an update on speeding Langley School traffic</p> <p>The Clerk had received a request from Claxton PC for a meeting to be arranged with Langley PC to discuss speeding Langley School traffic. Councillors from Claxton PC to be invited to the next meeting and discuss in Public Participation.</p>
19.10	<p>To receive an update on Councillor email addresses. Agree on a course of action.</p> <p>The Clerk reported that only a very small number had set up the new email addresses. It was agreed that the remaining councillors would set up their new email addresses before the next meeting.</p>
19.11	<p>Planning:</p> <p>To consider planning applications:</p> <p>2019/2282 – South Norfolk Council – Retrospective application. Council comments – Object for the following reasons:- extension carried out without planning permission and adversely affects the adjoining wall, further overdevelopment in a conservation area, requires an independent survey to be carried out on the wall to assess any damage already caused by the building works and to ascertain how the wall should be maintained in the future.</p> <p>2019/2283 – South Norfolk Council – Retrospective listed building application. Council comments same as above.</p> <p>Planning decisions: None</p>
19.12	<p>Highways:</p> <p>To receive a report on outstanding highways issues – No updates.</p>
19.13	<p>Finance:</p> <div style="border: 1px solid black; padding: 5px;"> <p>To receive Statement of Accounts for year to date.</p> <p>Clerk circulated the report prior to the meeting and it was noted.</p> </div>

Signed:..... Dated:.....

	To note the bank balance as at 28 November 2019	
	Current account	£5426.92
	Savings account	£2040.48
	Playground account	£ 158.10
	Total	£7625.50
	To note receipts - None	
	To note grants - None	
	To approve payments - All expenditure approved. BACS payments noted.	
	Payee	Value
	CGM Group	£56.40
	Mrs C Petersen	£319.85
	Total	£376.25
19.14	To receive updates from individual Council Members (for information only)	
	<ul style="list-style-type: none"> • The Chairman congratulated the Clerk on her recent CiLCA achievement. • The Chairman wished everyone a Happy Christmas and a Prosperous New Year. 	
19.15	To receive any items for inclusion on the next agenda (for information only).	
	<ul style="list-style-type: none"> • Information Commissioner's Office, Councillor vacancy, Langley School traffic, LCAS, grass cutting tender advertisement 	
19.16	To confirm date and time of the next Parish Council Meeting as Tuesday 07 January 2020 in Langley with Hardley Village Hall.	
	Confirmed.	
	Meeting closed at 9.02 pm	

Signed:..... Dated:.....