

# Langley with Hardley Parish Council

Minutes No: 2021/02

## Minutes of Parish Council Meeting held on Tuesday 13 July 2021 at 7.55 pm in Langley with Hardley Village Hall

<b>Parish Councillors (4) present</b>	Mike Caston (Chair), Frances Kirkpatrick, Roger Stone, Tibby Bunn
<b>County Councillor</b>	None
<b>District Councillors</b>	Cllr Jeremy Rowe
<b>Also in attendance</b>	Carla Petersen (Clerk)
<b>Members of the public</b>	2

A risk assessment had been carried out prior to the meeting. Coronavirus guidelines were adhered to, and hand gels were available along with signage.

### 1. To receive and approve apologies for absence

Apologies received from Cllr Sullivan (isolating).

### 2. To receive any declarations of interest from Members & consider requests for dispensation

None. Cllr Caston was reminded at item 10, when the Grant Application was being discussed, that he could not take part in the voting process due to his interest with Hardley Church.

### 3. To approve minutes of Council meeting held on 18 May 2021

Minutes were approved and signed by the Chair.

### 4. Adjournment for Public Participation (15 minutes allowed for)

None.

### 5. Reports from:

- **Parish Clerk** Circulated by email any planning applications, no interest has been received for the Councillor vacancy, sent a reminder to Mr Hagger about the outstanding dog bin invoice, received confirmation from PKF Littlejohn that the end of year accounts have been looked over by them and have been signed off, contacted CGM again as they have been invoicing monthly and not per cut, received a complaint from a parishioner about the grass cutting, Notice of Public Rights was displayed for 14 June 2021 to 23 July 2021, completed some units of the Cyber Training, made enquiries about help with funding for the project at the Bird Hide, prepared contact details and meeting dates for displaying in the noticeboards, updated the Register of Interests link on the website, contacted BHIB and set up the insurance, cancelled the Zurich insurance policy, on a regular basis forwarded on the coronavirus email updates. Cllr Sullivan has confirmed that the Heritage Trail leaflet will not be going ahead. There has been no progress on a further copy of the Village newsletter.
- **County Councillor Kay Mason Billig** - None
- **District Councillor Kay Mason Billig** - None.
- **District Councillor Jeremy Rowe** - A copy is available on the parish website. Surgeries will resume very soon. On 5 September 2021, from 2.30 pm to 4.30 pm, there will be a fundraising event held at Hardley Mill. Unfortunately, there will be no chance of a community bank being set up in Loddon. ChetChat has plenty of volunteers and is going strong.

District Cllr Jeremy Rowe left at 8.05pm.

- **Tree Warden** – None.

Signed.....

Date.....

**6. To receive an update on Barclays and agree banking arrangements for the year. To consider alternative banking providers. Agree on a course of action.**

Cllr Stone reported that there had been no further progress with Barclays due to him waiting for his driving licence to be updated which is needed to prove his ID with Barclays. The Clerk explained the importance of having working signatories on the bank account. Currently if anything should happen to the two online bank signatories the account would become blocked, and no payments would be possible. To be carried forward to the next meeting.

**7. To consider the RoSPA report dated 22 June 2021. Agree on a course of action.**

The RoSPA report had been circulated to all Councillors before the meeting. The report highlighted items of high priority and requiring urgent attention. Cllr Stone and Cllr Adcock agreed to work through the report and carry out necessary actions.

**8. Planning:**

- **To receive new planning applications and make comment**

South Norfolk Council. 2021/1406 Council considered this application and approve the application.

- **To receive results and updates on outstanding applications**

South Norfolk Council. 2021/1001 Approved

**9. Highways:**

- **To receive a report on outstanding highways issues**

Work has started on the new Loddon roundabout.

Nice to see the verges not being cut this year.

**10. Finance:**

- **To consider any grant applications received in accordance with Langley with Hardley PC Grant Awarding Policy.**

A Grant Application form had been received from Hardley Church requesting help with the cost of the grass cutting. The form had been circulated to Councillors before the meeting. It was noted that the previous year's accounts had not been submitted with the application form. An informed decision could not be made without seeing a copy of the accounts. To be carried forward to the next meeting.

- **To receive the income and expenditure figure.** It was noted.

- **To note the bank balance as at 13 July 2021 - £8212.23**

- **To note receipts: -**

- Barclays Bank. Interest. £0.05
- South Norfolk Council. Litter pick. £20.00

- **To approve payments.**

It was noted that an invoice will shortly be due to CGM Group for the grass cutting. It was noted that Cllr Stone had purchased the agreed SAM2 brackets. He will complete an expenses application form and email it to the Clerk. It was agreed that both payments will be processed as soon as the paperwork has been received. All expenditure approved. Proposed by Cllr Caston and seconded by Cllr Kirkpatrick.

Payee	Value	Description
Norfolk Parish Training & Support	£50.00	Induction training for Cllr Bunn
Community Action Norfolk	£20.00	Subscription
Mrs C Petersen	£467.59	Salary & administrative expenses

Signed.....

Date.....

HMRC	£94.00	Income Tax
Playsafety Ltd	£99.00	RoSPA Annual Inspection
BHIB	£568.37	Insurance
CGM Group	£264.00	Grass cutting
ICO	£35.00	Subscription
<b>Total</b>	<b>£1597.96</b>	

**11. To receive updates from individual Council Members (for information only).**

Cllr Kirkpatrick suggested that it would be a good to get together to attend to the play area.

**12. To receive any items for inclusion on the next agenda (for information only)**

Banking, grant application, Chet Contact, book.

**13. To confirm date of the next meeting as Tuesday 14 September 2021 in Langley with Hardley Village Hall at 7.30 pm.**

Confirmed.

The meeting closed at 08.30 pm.

Signed.....

Date.....