

Langley with Hardley Parish Council

Minutes No: 2021/04

Minutes of Parish Council Meeting held on Tuesday 9 November 2021 at 7.30 pm in Langley with Hardley Village Hall

Parish Councillors (4) present	Mike Caston (Chair), Frances Kirkpatrick, Roger Stone, Tibby Bunn
County Councillor	None
District Councillors	None
Also in attendance	Carla Petersen (Clerk)
Members of the public	4

1. To receive and approve apologies for absence

Apologies were accepted from Cllr Nigel Sullivan (illness).

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

None.

3. To approve minutes of Council meeting held on 14 September 2021

The minutes of the meeting held on 14 September 2021 were agreed after a proposal by Cllr Stone and second by Cllr Kirkpatrick. The minutes were signed by Cllr Caston.

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

A member of the public reported on the poor standard of grass cutting by the current grass cutting contractors who cut in various agreed locations around the villages.

Another member of the public reported that they too were displeased with the grass cutting and that after the grass cutting contractors have visited, they themselves personally cut around trees and obstacles to make it look tidy and neat.

A member of the public enquired if the parish had a Tree Warden as they have an issue with a tree that is outside their property. The tree is the responsibility of the Parish Council. The Clerk will contact John Wheeler the Tree Warden regarding the tree.

Two other members of the public had only moved into Hardley last week. The Parish Council welcomed them to the area.

5. Reports from:

- **Parish Clerk** – Received some interest in the Councillor vacancies and invited the interested parties to attend this meeting. Contacted CGM many times as they have been invoicing monthly and not per cut. I have left plenty of messages saying that LwH PC would like to pay however until the invoices are calculated correctly a payment cannot be raised. Advised Andrew Milner that Cllr Stone will be the new contact for B-Line. The application for free trees was successful and John Wheeler will collect them on 27 November 2021. Mr Hagger has now paid his outstanding invoice. SNC forgot to process the Norfolk Parish Precept payments at the end of September 2021 and paid them the following week. Accepted the quote for Internal Audit Services with Catherine Moore. Prepared the Budget Proposals report for 2022/23. The BACS payment that was raised to HMRC did not get processed in time with Barclays. It is likely that HMRC will charge a late payment fee. Uploaded relevant information/documents onto the website.
- **County & District Councillor Kay Mason Billig** – None.
- **District Councillor Jeremy Rowe** - A copy is available on the parish website.
- **Tree Warden John Wheeler** –Well into November and many trees are still holding onto their leaves defying the inevitable winter fall.

Signed.....

Date.....

Some lovely warm sunny days and not so cold nights you might be fooled into thinking summer is still with us, yet its only 40 days before the shortest day and longest night! We must not be fooled nature will readdress the balance I am sure and show us soon winter is upon us. Our village trees look so lovely on a sunny day like today displaying an array of lovely colours and still a few butterflies, bumble bees and wasps can be seen enjoying the last fruits of summer before they depart.

Spent this morning cutting back some ivy from trees in a wood that was making them top heavy and prone to being blown over.

Will pick up the tree saplings later this month and plant perimeter of Langley Church.

6. To consider the Parish Council Budget and Precept Requirement Report for 2022/23. To agree and set the budget for 2022/23.

The Clerk had circulated the report to all councillors before the meeting. The budget requirements for 2022/23 had been prepared using the recommended three-year forecasting method. The budget expenditure for 2022/23 was agreed as £8450. It was noted Council last year had followed the recommendations made by the Clerk and Internal Auditor and are no longer heavily reliant on using reserves on a yearly basis. It was agreed that the positive progress should continue and use of reserves should be avoided. The parish request will be £8450. The Precept Band D Charge has not been released yet by South Norfolk Council so the charge will be calculated in the PC meeting on 11 January 2022.

7. To receive an update on the two Councillor vacancies. Agree upon a course of action.

Cllr Stone reported Cllr Sullivan had tried to contact Stuart Adcock. A write up had been placed in Chet Contact magazine. The Clerk had received some interest in the vacancies and had invited interested parties to this meeting. LwH PC has adopted a Co-Option Policy, and this will be followed. Anyone interested in applying should contact the Clerk and she will guide them through the process. Interviews will be held in the PC meeting on 11 January 2022.

8. To receive an update on Barclays Bank.

The Clerk had frequently expressed concerns regarding the lack of being able to add an extra signatory to the Barclays account. Due to the ill health of Cllr Sullivan the PC are currently unable to process any payments. The bank situation will be reviewed again at the next PC meeting.

9. To receive an update on the overhanging trees on Langley Street. Agree upon a course of action.

It was reported the trees have now all been cut. The Clerk had tried to look whilst driving that night, but it was too dark to see. Cllr Caston offered to look at the trees on Langley Street.

10. Planning:

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

None. A letter had been received from Broads Authority regarding Unauthorised Engineering and Dredging Works Without Planning Permission at Hardley Marshes, Former Quarry Site, North West of Hardley Dike. Broads Authority had carried out a site visit on 15 October 2021 to assess whether planning permission was needed. It was deemed that planning permission was not required for the current works however future projects may require planning permission.

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

None.

11. Highways:

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

The damage to the road caused by the lorries getting to the former quarry site will be repaired by the landowner in the Spring.

The George Lane roundabout is making progress.

Signed.....

Date.....

12. Finance:

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

The previous year's accounts for Hardley Church had still not been provided. 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 9 November 2021 - £10590.68**
- **To note receipts: -**
 - South Norfolk Council. Precept 2nd half. £3737.00
 - Mr P Hagger. Dog bin servicing 2018-2021. £215.45
- **To approve payments.**

It was noted an outside of meeting payment to HMRC had not been processed. Due to the ill health of Cllr Sullivan no payments will be possible until his health improves. The South Norfolk Council dog bin emptying invoice had not been received and is expected to be about £300. Councillors confirmed that this could be paid before the next meeting and the Royal British Legion Remembrance Day Wreaths which we currently do not know how much the payment will be for. It was also noted CGM had sent one invoice however there are previous months which have not been paid due to them calculating the invoices incorrectly. When the correct invoices come through these will be paid outside of the next meeting. The Clerk had already raised concerns about the HMRC payment which had not been processed and could incur a fine for late payment. Cllr Stone offered to pay the overdue and the current amount due to HMRC and then be reimbursed later. All expenditure approved. Proposed by Cllr Caston and seconded by Cllr Stone.

Payee	Value	Description
Mrs C Petersen	£477.59	Salary & administrative expenses
HMRC	£95.00	Income Tax
CGM Group	£132.00	Grass cutting
Chet Contact	£100.00	Donation, s137
Total	£804.59	

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

Cllr Kirkpatrick reported the millwrights have been down to the Mill, Hardley Cross needs more gravel around the edge and Langley Cross is looking good.

Cllr Stone provided an update on the SAM2 statistics which will be available on the parish website and in the Chet Contact magazine

https://d3hgqlq6yacptf.cloudfront.net/5f1b2af0510ab/content/pages/documents/chet_contact_december_2021_january_2022.pdf

Cllr Caston enquired about the Remembrance Day wreaths. The Clerk confirmed the two wreaths had been delivered to Langley School.

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

Bank, Councillor interviews, Precept, Grant Application.

15. To confirm date of the next meeting as Tuesday 11 January 2022 in Langley with Hardley Village Hall at 7.30 pm.

Confirmed.

The meeting closed at 08.33 pm.

Signed.....

Date.....