

## **Additional information**

**for the Langley with Hardley Parish Council meeting 5 March 2024.**

### **Item 6**

Paper to follow from the Chairman.

### **Item 7**

Due to a change in circumstance, there is the need to appoint a new Councillor to lead on this item. Council are asked to make the following decision; To appoint a new Councillor lead for Langley with Hardley Parish Council's response to the D Day Beacons campaign, or if this is not possible, to agree not to participate.

### **Item 11 – see overleaf**

### **Item 13**

Report from Cllr G Moore;

Currently the clerk uses a free gmail email account for email. As gmail is a free service it has limitations including no backup, little or no antivirus / antispam facilities and should the account be lost or become corrupted there is no way of recovering meaning all previous email could be lost.

Similarly, all councillors use their personal email accounts for PC business. again many of these accounts are from free providers or linked to business accounts.

As I have reported previously, the government are aware of the potential issues with parish council and initially proposed a funded service using Microsoft Exchange. This was not adopted due to funding issues. the NALC then offered a trial option for a similar service. the trial was a success and they have now rolled out the service to all Norfolk PC's.

After some research on other options, I proposed last year that we consider adopting the NALC service. it is not the cheapest but I felt with the existing relationship and the promise of technical support, that this offered the best value long term.

Initially, I propose that the service be setup solely for the clerks email as this is the primary account in the group. Councillors will come and go but there will always be a single clerks account. Going forward we can then guarantee consistent records of all correspondence.

The cost is £67.20 for the domain and renewal and £84 p/a for up to 10 email addresses. All prices are inclusive of VAT. Also the NALC have pointed out the following "Please note, as you're already paying £70 ex vat per year for your Norfolk Parishes website with us we would move you to this new service so you'd still pay £70 per year, it's **not** an additional £70 per year. "

Any councillors wishing to consider adopting an account for themselves can do so but need to bear in mind they will need to access the account using a website (webmail) or setup as a secondary account on their current mail client software such as MS Outlook. I suggest any councillors considering this should do their own research beforehand. One thing that may influence your decisions is that councillors emails may be open to Freedom of Information requests.

I propose the clerk contact NALC and arrange the setup of the domain and clerks email account. Once set up any councillors wishing to adopt should contact the NALC IT department. Once the new accounts are setup it is imperative that only the new accounts should be used.

Further details of the proposed service can be found here  
- <https://www.norfolcalc.gov.uk/gov-uk-service>

#### **Item 14**

The dog waste bin recently purchased for Fish's Lane cost £328.38 including fixings and VAT. If Councillors agree this bin is fit for purpose, a similar one could be purchased for Langley Staithe (as requested by residents). Verbal permission has been given by Jamie Tubby to place the bin on land at the Staithe and she has also kindly agreed to pay the annual emptying costs ongoing (this is in the region of £75 - £85 per year for weekly collections). Jamie reported a big rise in abandoned bagged dog waste since the removal of the previous bin – and has also seen filled bags thrown into the river. Councillors are asked to decide whether or not to agree to the purchase of a dog waste bin for Langley Staithe.

#### **Item 18iii**

For Council to consider a response to an e-mail received from a local resident asking why the Council has no objections to the proposed plan, the manner in which the comments were submitted and how local views were taken into account.

[https://info.southnorfolkandbroadland.gov.uk/online-applications/files/A14B3BA25AE0FF1F7124272736A26160/pdf/2023\\_3862-PARISH\\_TOWN\\_COUNCIL-8315744.pdf](https://info.southnorfolkandbroadland.gov.uk/online-applications/files/A14B3BA25AE0FF1F7124272736A26160/pdf/2023_3862-PARISH_TOWN_COUNCIL-8315744.pdf)

Item 11

**Langley with Hardley Parish Council**  
**Budget Monitoring Statement as at 26.02.2024**

	<b>2023/24</b>	<i>Budget</i> <i>2023/24</i>	<b>2022/23</b> <b>Actual</b>
<b>Income</b>			
Precept	£ 8,574.00	£8,574.00	£ 8,450.00
Litter pick	£ -	£20.00	£ -
Wayleave	£ 19.92	£18.00	£ 19.92
SAM2		£0.00	£ -
Other	£ 603.96	£0.00	£ 375.00
Interest	£ 7.22	£1.00	£ 4.81
VAT Reclaimed	£ 269.73	£200.00	
Dog bin	£ -	£215.45	£ 74.40
Use of reserves	£ -	£1,497.15	
<b>Total</b>	<b>£ 9,474.83</b>	<b>£ 10,525.60</b>	<b>£ 8,924.13</b>
<b>Expenditure</b>			
Clerk Salary	£ 3,171.00	£4,191.20	£ 2,687.00
HMRC	£ 122.09	£0.00	
Home office fee	£ 264.00	£0.00	£ 258.00
Mileage	£ 147.60	£0.00	£ 97.20
General Admin expenses ie			
Printing/postage stamps	£ 99.35	£324.70	£ 94.83
Training	£ 338.60	£350.00	£ 100.00
Local Council Awards Scheme		£0.00	£ -
Subscriptions	£ 414.80	£330.00	£ 217.80
Audit	£ 75.00	£95.00	£ 90.00
Grass & hedge cutting	£ 1,300.00	£1,500.00	£ 2,089.00
Website	£ 70.00	£100.00	
Insurance	£ 669.72	£629.29	£ 629.29
Donation.	£ -	£500.00	£ 700.00
Maintenance - village	£ 377.61	£300.00	£ 115.00

Maintenance- play area	£	543.83	<i>£500.00</i>	£	203.63
Dog bins	£	250.50	<i>£294.62</i>	£	446.40
Play area inspection	£	89.00	<i>£106.80</i>	£	240.00
SAM2	£	-	<i>£50.00</i>		
Annual meeting	£	-	<i>£25.00</i>	£	-
IT software	£	59.99	<i>£59.99</i>	£	49.99
S137	£	60.00	<i>£0.00</i>	£	60.00
Defib electric			<i>£50.00</i>		
Contingency			<i>£200.00</i>		
Asset renewal/replacement	£	192.50	<i>£200.00</i>		
Picnic bench	£	570.00	<i>£570.00</i>		
Grant money out	£	625.77			
Trees and planting	£	82.87	<i>£150.00</i>		
<b>Total</b>	<b>£</b>	<b>9,524.23</b>	<b>£ 10,526.60</b>	<b>£</b>	<b>8,078.14</b>