

Hilgay Parish Council

Minutes of the Parish Council meeting held on Thursday 9th May 2013 at 7.00pm in Hilgay village hall

Election of chairman and to receive the declaration of acceptance of office:

Cllr Graham Carter was elected chairman

Proposer: Cllr C Wills

2nd : Cllr C Dawe

All present Councillors were in agreement with this decision.

Election of vice chair

Cllr R Houghton was elected as vice chairman

Proposer: Cllr C Dawe

2nd : Cllr C Wills

All present Councillors were in agreement with this decision.

Present: Chairman Cllr G Carter, vice chair Cllr R Houghton, Cllr P Carter, Cllr P Bates, Cllr C Dawe, Cllr C Scott, Cllr T Hall, Cllr E Hall, Cllr C Wills, Cllr K Scott

Apologies: Cllr R Martin, Cllr D Appleby, Cllr A Charlesworth

Members of the public: 2

Minutes of last meeting

Minutes of the last Parish Council meeting held on 14th March 2013 were discussed and agreed to be a true record of proceedings.

Proposer: Cllr C Dawe

2nd : Cllr C Wills

Declarations of interest:

Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is personal or prejudicial.

Cllr C Wills declared an interest in the item on the agenda involving the Council's decision to allow Cllr Wills to attend a chainsaw training course.

Cllr's P Carter and G Carter declared an interest in a memorial application to be presented to the Council for approval.

Chairman's annual reports/updates

Council received two applications for the Parish councillor vacancy. Council discussed both applicants and it was decided to offer the vacancy to Mr John Evans.

Proposer Cllr C Wills

2nd Cllr T Hall.

All Councillors were in agreement and would like to thank both applicants for expressing their interest.

Cllr C Dawe, Cllr R Houghton and the Clerk will attend a meeting with John Atkin from Norfolk County Council and Ten Mile Bank school headmaster on 17th May 2013 to discuss the agreement for the use of the recreation ground. To enable the Council to be able to apply for funding towards new play equipment a written agreement must be in place between the interested parties.

Cllr C Dawe asked that the Council support this process and work together to secure funding for the play equipment.

Cllr G Carter authorised a three year long term contract with the Parish Councils existing insurers, Zurich.

Correspondence

Tree preservation order 2/TPO/00504 has been confirmed (O.S 7636 West End, Hilgay).

Norfolk village games information received.

BCKLWN have received a huge demand for bin liners for the food waste bins, therefore they have decided that they can sell boxes to Parish Councils if requested. A box of 50 rolls costs £57.50 (£1.15 per roll). **Council discussed and decided to ask if the local shop would like to sell them.**

“Become a road safety volunteer” is a part of Norfolk County Council’s latest road safety campaign to make Norfolk’ roads safer. NCC is looking for residents to come forward and become road safety volunteers in their community. Contact 0344 800 8020. www.norfolk.gov.uk/mindroad.

Cllr C Dawe will take the information to Ten Mile Bank school.

Cllr T Hall will put information on website www.tenmilebank.com

Age UK newsletter.

Chalk rivers project – The Environment Agency is committed to targets by the government to improve the quality, quantity and ecology of all its rivers. This project will restore the natural functioning of the rivers, improve water quality, improve habitats, sustain food production and minimize flood risk, support communities by enabling them to help shape the future of their rivers.

Planning applications

Construction of one dwelling at the South of Broadwater, Church Road Ten Mile Bank. Council expressed no objections for this application.

Permission is granted for wind turbine at Ten Mile Bank.

Payments for approval

Zurich insurance	£1201.03
Hodson office supplies	£ 58.41
C Wills	£ 739.75
C Wills expenses	£ 15.01
Clerk	£ 575.40
Clerk expense	£ 126.06
Wicksteed playscapes	£ 55.44
K & M lighting March-May	£ 203.48
E.on March street lighting	£ 144.91
E.on April street lighting	£ 160.43
BCKLWN dog bins	£ 299.52
Shelter store	£1800.00
HMRC	£ 54.15
Lees garden machinery	£ 275.64
Mole control	£ 170.00
Norfolk ALC membership	£ 217.95
Norfolk County Council Manor estate rent	£1020.00
Woodhall Farms	£ 453.60
Nigel Ford	£ 60.00
B Stubbins internal audit	£ 100.00

Norfolk RCC membership-Council discussed level of membership required, gold membership includes legal fees. Clerk will send details of the cover to Councillors, who will advise Clerk of what action to take. Memembership costs between £20.00 - £150.00.

Council approved payments due and agreed unanimously to pay the above invoices. Proposed Cllr R Houghton, 2nd Cllr P Bates.

Matters requiring attention

1. Burial fees have now been updated and approved by the Council, signed by Chairman. Proposer: Cllr C Wills, 2nd: Cllr P Carter.
2. Standing orders, financial standing orders, complaints procedure, freedom of information act and grant awarding policies have all been adopted by the Council and signed by the Chairman. Proposer: Cllr R Houghton, 2nd: Cllr T Hall.
3. Council have discussed the quotes received for replacing play bark at Ten Mile Bank play area. Council agreed to accept quote from M. I Edwards at Brandon, if the product is suitable. £17.50 + vat per cubic metre excluding delivery. Proposer: Cllr T Hall, 2nd: Cllr G Carter. Cllr R Houghton, Cllr C Wills to look at product which has recently been used at the school.

4. Council discussed the price of obtaining two new salt/grit bins. The bins will cost £179 + vat per bin. **It was agreed to purchase two Nestor 400 bins** and place one on Stocks Hill and one on Powers Place. Proposer: Cllr C Wills, 2nd: Cllr T Hall.

5. Residents are dumping rubbish at the recycling centre. Cllr C Wills and Clerk met with Keith Lovejoy from BCKLWN waste management team, to discuss new dustbins in the village. Mr Lovejoy will provide some new signage for the recycling area and recommended that the concrete green rubbish bin is removed. **Cllr C Wills will remove this bin and will position it near the bus shelter.**

The Parish are entitled to have two dustbins emptied free of charge per week by the BCKLWN. At the moment the refuse collectors will not empty the bins as they have no liners. The wall mounted bins cannot be replaced, any new bins must be wheelie bins. The Parish Council are investigating the cost of housing for wheelie bins, some quotes have been received from various companies, and prices start from £130.00. It was proposed to have one wheelie bin near the bus shelter/allotments and one near the chapel.

Cllr G Carter will obtain new wire baskets for the dustbins in the playing field.

There are no rubbish bins at River fields and people from the boats just leave rubbish near the dog waste bin. **Clerk will write to the environment agency** to request that they resolve this issue. The dustbin at the church has not been replaced; Cllr P Bates will contact BCKLWN.

6. Memorial applications were approved for Edith O’Keefe, Maude Handley, Margret Mary Carter, Adrian Osler and Eric Rose. All present Councillors approved.

7. Council reviewed end of year accounts, approved and signed by chairman and clerk. Proposer: Cllr C Wills, 2nd: Cllr R Houghton.

8. Council discussed sending Cllr C Wills on a chainsaw training course. It was agreed that this would be appropriate as the insurance company require that the user has been adequately trained and is competent in the use of the equipment. The course will cost £500.00 and will include safety clothing.

Proposer: Cllr C Daw, 2nd: Cllr K Scott.

9. All Councillors signed a disclosure pecuniary interest form.

10. Cllr’s C Dawe, C Carter and R Houghton signed a “changes to mandate” form for Barclays bank to allow the clerk to become a named official on the bank accounts but without signing rights.

Matters requiring attention

These issues have been raised by the Parish Council to be addressed at the next meeting of the Council; no decision will be taken at this meeting.

The Skate Park will be discussed at the next meeting and the possibility of obtaining new notices boards for the parish.

Cllr C Wills gave thanks to Cllr Bates for mowing an area of grass on Watermans Lane.
The rubber matting under the horse shoe shaped swing on Hilgay play park will be replaced.
Cllr Wills and Cllr G Carter will meet to discuss the maintenance and opening/closing of the public toilets.
Cllr Wills will be spraying, weather permitting in the next few weeks.

Council would like a volunteer to produce the Riverside news.

Cllr T Hall expressed his disappointment that the PCSO when specifically invited did not attend the meeting. Recently there has been a police presence in Ten Mile Bank which caused concern to the local residents. There was a lack of information and communication as to what was happening in the area and police were informing residents of recent burglaries.
Clerk will write to the Safer neighbourhood team in Downham market and express the Councils disappointment.

Cllr P Bates reported that some allotments appear to be unused; **Cllr will contact the tenants to see if they wish to continue with the allotment.**
Cllr P Bates agreed to oversee the allotments.

Cllr P Carter reported street lights requiring attention. **Clerk will report faults.**

Cllr G Carter requested that the telephone sign on the A10 be removed as Hilgay no longer have a public phone box and a path cut behind the crash barrier to allow people to walk safely to the bridge.
Cllr G Carter updated the council on the suggested rent increase on the allotment land.

Members of the public comments/questions

No decisions will be made by the Council; matters will be put forward to the next meeting of the Parish Council for discussion.

Member of the public informed the council that in the past the police were asked to come and give a talk on home security.

Member of the public expressed his wish to try and reopen some of the footpaths which have been closed in Ten Mile Bank. **Cllr R Houghton will discuss with the land owner.**
Also expressed concerns over the speed of vehicles travelling past the school in Ten Mile Bank. It was suggested to have "20 is plenty" zone outside the school and white fencing at the entrance of the village.

Meeting closed at 9.40pm

The next meeting of the Parish Council will be held in Ten Mile Bank village hall on Thursday 4th July 2013.

Signed Chairman.....

Date.....