

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT  
7.30pm ON TUESDAY 6<sup>th</sup> MARCH 2018 AT SPIXWORTH VILLAGE HALL**

**PRESENT**

COUNCILLORS: Ms S. Holland (Chairman)  
Mr V. Barrell  
Mr S. Vincent  
Mr D. Self  
Mrs K Vincent  
Mrs D Holdroyd

CLERK: Mrs C Lake- Parish Clerk  
Mr D Roper, County Councillor

**Reports and Parishioner's Question Time**

1. Councillor Roper provided feedback from Norfolk County Council and Broadland District Council Meetings.

-Norfolk County Council: Norwich Road (White Woman Lane to Allen's Avenue) road closure which was due to happen Monday has now been put back to Thursday 8<sup>th</sup> March.

Resurfacing works have now been carried out by Balfour Beatty to the NDR cycle path.

Norfolk police and crime commissioner is to go ahead with business case to explore taking control of the County's fire service.

Recent adverse weather caused many problems on Norfolk roads, Councillor Roper would like to congratulate the farmers and Highway Services for their continuous help and support throughout, despite the amount of bad snow drifts and icy roads.

-Broadland District Council: Collaboration project continuing with Suffolk County Council, it was recommended that Care leavers are to be exempt from council tax charges as part of efforts to help them avoid debt and give more time to learn how to manage their finances. This is currently a national campaign.

Spixworth Parish Council would like to thank PCSO Jan Moore for her help and support in the village she will be missed greatly.

## AGENDA

### 1. APOLOGIES

Apologies were received from Councillors –Peter Lumb, Shelley Rudling and Kennie Harkin-Perry

### 2. DECLARATIONS OF INTEREST

Councillor S. Vincent: as a District Council ward member for Plumstead and Broadland.

Councillor K. Vincent: as a County Councillor for Old Catton and District Council ward member for Old Catton and Sprowston West

### 3. TO DISCUSS THE CO-OPTION OF TWO PARISH COUNCILLORS

Two vacancies exist, no applications received.

### 4. PARISH COUNCILLOR RESIGNATION.

Rachel Leighton has resigned from her position as Parish Councillor

### 5. MINUTES OF PREVIOUS MEETING.

The Minutes of the previous meeting held on the 6<sup>th</sup> February 2018 were agreed by the Council and signed by the Chairman as a true record.

### 6. MATTERS ARISING

There were no matters arising.

### 7. FINANCE

7.1 Balances were noted. The following cheques and payments were authorised for payment in accordance with the budget as per tabled schedule 6<sup>th</sup> March 2018.

7.2 Discussed and noted new signatory needed for Bank Account.

7.3 The Bank Reconciliation up to 28<sup>th</sup> February 2018 was not brought to the meeting due to problems with Barclays Bank Payments. Clerk read out all payments and receipts for February 2018

#### Approved payments for February 2018

NAME	DESCRIPTION	TOTAL COST £
1&1 WEBSITE HOSTING	WEBSITE	9.59 DD
OPUS ENERGY	OFFICE ELECTRICITY	51.61DD
Spixworth Village Hall Management Committee	ROOM HIRE NP EVENT	65.00 CHQ
Spixworth Village Hall Management Committee	ROOM HIRE NPSG	15.00 CHQ
SLCC	CLERK MEMBERSHIP	159.00 CHQ
QTRLY HMRC PAYE &NIC	TAX PAYMENT	420.67BACS
LOCUM CLERK & GROUNDSMAN	FEB SALARIES	455.05 CHQ

TT JONES ELECTRICAL	STREET LIGHT MAINT JAN 2018	2548.13 CHQ
TT JONES ELECTRICAL	COL 611 REPLACEMENT	1622.64 CHQ
PHS GROUP ON BEHALF OF SVHMC	SANITARY DISPOSAL	593.78 CHQ
MAYDAY	PRINTER COPIES	14.28 CHQ
BT	OFFICE PHONEBILL	212.50 DD
VIKING DIRECT	STATIONARY SUPPLIES	46.92 BACS
VIKING DIRECT	STATIONARY SUPPLIES	7.19 BACS
EON	JAN 2018 STREET LIGHTING	910.80 DD

### **February Receipts**

<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT RECEIVED £</b>
SVHMC	SANITARY DISPOSAL	494.82
PETTY CASH	1 <sup>ST</sup> CLASS STAMPS	3.90

payments approved by Councillors S. Holland and D Holdroyd

### **8. PLANNING**

The following Planning Applications were discussed by the Council:

**20180257                      The Lodge, 200 Buxton Road, Spixworth, NR10 3PL**  
Repairs to Wall and Railings (Listed Building)

No Comments

### **Anglian Water Smart Water Metering Trial**

Proposal to install electronic communications apparatus on the pavement at Jenny Road in Spixworth. The proposed apparatus falls within permitted development which means there is a general planning permission already in place for such works as granted by the planning legislation. The apparatus will be permitted to be in place for up to 6 months.

### **9. CORRESPONDENCE**

#### **9.1 Correspondence List**

1. Email from GNLP Consultation extension
2. Email from Norfolk Police-PCC News round up
3. Email from Norfolk County Council-A Vision for Norfolk 2021
4. Jan 2018 Newsletter from NPFA-(via email received late Feb)
5. Email from Daily International Planning Anglian Water Trial.

## 10. HIGHWAYS AND AMENITIES

**10.1** Awaiting confirmation from Hopkins Home of date and time for site meeting at Recreational Open Space on Crostwick Lane. Councillors discussed various issues that need to be looked at before the land can be taken over by the Parish Council.

V Burrell to find S106 agreement that was previously discussed.

**10.2** It was reported that there have been parking issues on a piece of grass land located on Orchard Road. The Clerk is currently awaiting a response from Broadland District Council to confirm the ownership of the grassed area. S Holland visited area and reported 3 abandoned vehicles that have been left (registrations have been noted) there is now no wall or fence.

To be discussed at next Parish Council meeting once Broadland District Council has confirmed ownership of grassed land.

**10.3** Encroachment on to Greggs Meadow from Cedar Avenue property. Clerk to write to occupier.

**10.4** It was reported that there are trees from Greggs Meadow growing onto property at Jenny Road. V Barrell will look into this, Clerk to inform occupier.

**10.5** The Parish Council has received two invoices for streetlight column replacements in Spixworth, the works have already been carried out. The Council agreed that anything discussed with T.T Jones prior to the site visit with their engineer Craig on 16<sup>th</sup> October 2017 would not be valid. Clerk to arrange meeting with T.T Jones to discuss invoices.

## 11 NEIGHBOURHOOD PLANS

**11.1** The Neighbourhood Plan Event took place on 24<sup>th</sup> February 2018 at Spixworth Village Hall, it was expressed that the Parish need more parishioners to attend these events. There is now a link to Spixworth Neighbourhood Plan on the Parish website with lots of information about what we can do as a Parish.

## 12. COMMITTEES AND WORKING GROUPS

**12.1** GDPR Working Group, S Holland asked for volunteers to join this group and take forward a plan of action so that the Parish Council is complying with the new Data Protection regulations. D Holdroyd agreed to be part of the group with the chairman and clerk.

It was confirmed that the following Councillors would be part of the following groups:

**Highways**-V Burrell, D Self, S Holland, K Vincent, S Vincent.

**Amenities**-S Holland, S Rudling, K Harkin –Perry, V Barrell.

These groups will meet once every two months to look at any issues around the village relating to Highways and Amenities.

**12.2** It was agreed to abandon the Personnel Committee and for the chairman to invite another Councillor when carrying out Clerks appraisal.

12.3 D Self agreed to stand on the Norwich Airport Consultative Committee and rotate the attendance to meetings with K Harkin-Perry. Clerk to advise NACC secretary.

**13. LEGAL MATTERS**

13.1 The council discussed next steps in a further response to Mr Choudhury of N.P Law email regarding the section 106 agreement and easement.

**14. TO AGREE THE DATE OF THE NEXT MEETING**

The date of the next Annual Parish Meeting is Tuesday 3<sup>rd</sup> April 2018 at 7:00pm at Spixworth Village Hall., followed by the Parish Council Meeting.

**14. ITEMS FOR NEXT AGENDA**

There being no further business the Chairman closed the meeting at 9.08pm

Chairman:

Date: