

# **Minutes of the Weeting with Broomhill Parish Council Meeting Held at Weeting Village Hall, Weeting on Thursday 20<sup>th</sup> April 2017**

## **PRESENT:**

Councillors M Lister Vice Chairman, P Smith, M Burlingham, C Drewry, M Buxton and Mrs P. Angus  
Clerk to the Council.

There was 4 members of the public and Mr J. Reay Handyman

### **1. THE CHAIRMAN'S OPENING REMARKS**

The Chair welcomed everyone to the meeting.

### **2. APOLOGIES OF ABSENCE**

Cllrs T. Childerhouse, J. Prosser, S. Walmsley and M. Nairn

### **3. ACCEPT AND SIGN THE MINUTES**

The minutes of the Parish Council meeting held on Thursday 16<sup>th</sup> March 2017 having been previously circulated were agreed and approved as being a true record of that meeting. This was proposed by Cllr Burlingham, seconded by Cllr Drewry and all agreed. The Chair signed the minutes.

### **4. TO RECEIVE DECLARATIONS OF INTEREST**

None

### **5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION**

A member of the public spoke regarding Hereward Way – problem with vehicles that are parked in the road that are being worked on by the garage and also speeding in the road, he read out the correspondence that he has sent to Simon Taylor Avery of Breckland Council and also to District Cllr Sam Chapman Allen and also their replies, the conclusion to this is that Breckland Council are to send a formal letter to the garage. A member of the public said that Mr Malcolm Fuller of Style Windows had complained to him about the rubbish and debris on the side of the road at Emily's Wood bungalow on the A1065 and it was agreed that the Clerk will write to Mr Fuller to inform him that action is being taken by the local authorities and social services. A member from the church said that they are very grateful for the help that they receive financially for the church from the Parish Council.

### **6. MATTERS ARISING**

#### **6.1 Outstanding Highway Matters – to discuss any outstanding issues**

Hereward Way – as above in public participation – this is being dealt with by Breckland Council.

#### **6.2 Street Lighting –Street Lighting Officers report**

There were two faulty lights reported this month. Cllr Smith mentioned the lights in All Saints that will need a deflector, the Clerk asked if he could provide her with the numbers on the lights.

#### **6.3 Playing Field/Open Spaces**

New Litterbin for playing field – cost of £580 – the chair asked if the Clerk could look at a cheaper version and it was agreed to defer this matter until next month. The Chair mentioned that there was a problem with the outdoor keep fit group distracting the WASPS rehearsals, this has now been resolved, they will use other areas of the playing field or the school playing field if permission obtained.

#### **6.4 Speed Watch Scheme – update on progress**

The co-ordinator for the Speed Watch scheme said that they have had four practice sessions and 29 drivers from outside the village and 4 drivers within the village have been given warning letters regarding speeding, he went on to explain how the scheme works and said that they could do with more volunteers – the chair said that the Council will pay for the hire of the village hall which was used for their training session.

#### **6.5 Tree Maintenance**

This was deferred until the next meeting

#### **6.6 Power Cuts**

This was deferred until the next meeting

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## **6.7 Raves**

This was deferred until the next meeting, however the Chair said that if you hear of a rave you should call 101.

## **6.8 Weeting Village Fayre – update from Cllr Drewry**

Cllr Drewry said that stalls have been booked for Fudgy Fudge, the over 60s, Keep Fit, Speed Watch and the Village Hall she is still waiting for other people to come back to her.

## **7. REPORTS**

### **7.1 Chairman's Report**

Not at meeting

### **7.2 Clerks Report**

- Completed all duties required regarding pension scheme and completed the necessary forms to say that Weeting Parish Council have complied with the laws etc.
- Organized paper work to claim agreed money towards the trod from Norfolk CC
- Ordered 2 high viz vests for the Handyman
- Enquired with SLCC regarding gratuity payments for staff
- Obtained a favourable quote from Zurich for the insurance
- Sent letter to Mr Muir to thank him for putting up Dog Waste posters for us
- Prepared new spread sheet for 2017/2018 accounts
- Invoiced Norse for teen shelter repairs
- Closed off PAYE for 2017/2018 and issued P60 forms for that year
- Set up new file for banking details
- Dealt with an email we had regarding a complaint about the basketball equipment
- Started to prepare the end of year figures for the internal auditor
- Still waiting to hear from the Football club regarding the electric bills- Cllr Prosser will be chasing this up with them.
- The Clerk has a holiday booked in July that will affect the July meeting and following a discussion on whether there is going to be a meeting before or after her holiday it was agreed to discuss this at the next meeting when there should be more Cllrs in attendance.

### **7.3 Village Handyman Report**

Mr Reay said that he took up the plastic edging at Parrotts Piece, fitted a small square of safety matting by the senior swings, repaired fence around the teen shelter, fitted approximately 180 yards of strainer wire along the top of the dog walk fence, replaced 2 broken f/e boards on the fence around the picnic bench, repaired rotted gate post and round fence post on the dog walk fence with 2 concrete repair spurs post and supporting timber rails, the play area was very busy the first week of the school holidays however the second week was very quiet, regularly emptying the bins at the bottle bank of DIY, gardening and house hold rubbish plus clothes in bags.

### **7.4 Bowls Club Report**

They have applied for a grant to refurbish their toilets, they are trying to get together a darts team. The Bowls club have lost the support of the sewing group. On the 6<sup>th</sup> May they are having a 60s and 70s evening.

### **7.5 Village Hall Report**

The Village Hall have their AGM on the 26<sup>th</sup> May, they are asking for more people to join their committee.

### **7.6 District Councillors Report**

Not at meeting

### **7.7 County Councillors Report**

Cllr Monson said that the deficit at County Hall was reduced at the end of last year. The Council Tax has increased and they have been given £36 million for social care. There will be a considerable

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amount of road works going on. He mentioned the problem in Hereward Way. Emily's Wood – he hopes to hear more about this within the next few days. Cllr Monson said this is his last meeting with us as he will be retiring in May. The Chair thanked Cllr Monson for his support and help in the past.

## 8. CORRESPONDENCE – To report on any outstanding correspondence received by the Council

## 9. FINANCE

### 9.1 To Agree and Sign the Payments for March/April Invoices

The following payments were authorised on Thursday the 20<sup>th</sup> April 2017, the cheques were signed by Cllr M Burlingham and Cllr M Lister, this was proposed by Cllr Drewry, seconded by Cllr Buxton and all agreed.

<b>Balance for March 2017</b>	<b>£18,257.53</b>
Minus the following direct debits	
E-On Street Lights	£433.07
E-On Street Lights Parrots Piece	£8.95
Viridor Waste Collection	£47.52
Mr J Reay Salary Paid by SO	£200.00

**Total Direct Debits** **£689.54**

#### Plus, the following receipts

Precept	£18,250.00
Breckland Council Tax Grant	£1,197.50
Grant for Trod	£1,533.34
Weeting Bowls	£18.75
<b>Total Income</b>	<b>£20,999.59</b>

Cheques	Description	Total
400025	NALC Annual Subscription 2017	£300.53
400026	Post Office - HMRC	£566.00
400027	Mr J Reay Balance of Salary £157.45/Delivery Norfolk Magazine £100.00 and Works Coat £44.38	£324.33
400028	Mrs P Angus Salary £463.09/Office Allowance £25.00 Phone £13.31/High Viz Vests £3.80	£505.20
400029	E-On Football Club	£18.92
400030	Westcotec Street Light Maintenance	£194.08
400031	Mr T Hawkins Website maintenance for March and April	£60.00
400032	Chase Timber - 3 invoices village maintenance supplies	£87.57
400033	Fengate Fasteners - Village maintenance	£66.20
400034	Norse - Grass Cutting	£825.85
400035	Village Hall Hire	£18.75
<b>Total Cheques paid</b>		<b>£2,967.43</b>
<b>Balance in Community Account April 2017</b>		<b>£35,600.15</b>
<b>Balance in Savings Account</b> (£2,000 ringfenced for play area maintenance)		<b>£0.00</b>

### 9.2 Parish Council Insurance – to agree a new favourable quote from Zurich

The Clerk said that the Parish Council are currently paying Came and Country £1786 a year for a 3-year contract that finishes this year. Zurich have quoted like for like for 3 years at £1540 saving £738 over 3 years. Following a discussion, it was agreed that the Parish Council will switch their insurance to Zurich this was proposed by Cllr Buxton, seconded by Cllr Burlingham and all agreed.

### 9.3 End of Service Gratuities for Parish Council Employees

The Clerk had enquired with a lawyer from SLCC on the laws regarding Gratuity payment for Parish Council employees and she has received the following reply “*You refer to a ‘gratuity’, but are you*

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*talking about a formal gratuity as per the Local Government Superannuation (Discretionary Payments) Regulations 1996 or are you using the word 'gratuity' as meaning a lump sum of some sort upon retirement?*

*If the former, that scheme has ceased but payment may still be made providing it had been promised to the employee (by way of their Contract of Employment) and provision made for it in your budgeting. That scheme can be paid free of tax.*

*You could alternatively, decide to simply give your employee a sum of money on his retirement, but this would be subject to tax and NI just as is the rest of his pay. How much you pay rather depends upon the length of service, earnings, how well you feel they did the job and, perhaps most of all, what sum you think might be acceptable to the electorate!"* The Clerk said that she would confirm this in writing to Mr Reay.

**9.4 Grant application from Weeting Open Gardens for money towards programmes**

Following a discussion, it was agreed that the Parish Council would not donate towards this as they already pay £1,400 a year for the Churchyard grass cutting.

**10. PLANNING APPLICATIONS – To discuss any outstanding planning applications**

**3PL/2017/0391/HOU Glebe View**

Extension and detached garage dated 24<sup>th</sup> March 2017 – No objections

**11. MEMBERS' MATTERS - items for next Agenda**

Nothing to discuss

With nothing more to discuss the meeting closed at 8.25 pm

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_