

**Minutes of the Weeting with Broomhill Annual Parish Council  
Meeting  
Held at Weeting Village Hall, Weeting  
on Thursday 18<sup>th</sup> May 2017**

**PRESENT:**

Councillors M. Nairn Chairman, M. Lister Vice Chairman, P. Smith, C. Drewry, M. Buxton, J. Prosser, S. Walmsley and Mrs P. Angus Clerk to the Council.  
There were 4 members of the public and Mr J. Reay Handyman

**1. ELECTION OF CHAIRMAN**

Cllr Lister proposed that Cllr Nairn be Chairman this was seconded by Cllr Walmsley and all agreed.

**2. ELECTION OF VICE CHAIRMAN**

Cllr Walmsley proposed that Cllr Lister be Vice Chairman this was seconded by Cllr Prosser and all agreed.

**3. ELECTION OF OFFICERS FOR COMMITTEES**

The following appointments were made, in all cases unopposed and elected unanimously:

Planning Committee – Cllrs Walmsley and Buxton  
Finance Committee – Cllrs Nairn, Childerhouse and Walmsley  
Human Resources Committee – Ad hock as and when required  
Bowls Club Representative – Cllr Lister  
Village Hall Representative – Cllr Lister  
Street Lighting Officer – Cllr Burlingham  
Handyman Line Manager – Cllr Childerhouse

**4. APOLOGIES OF ABSENCE**

Cllrs M. Burlingham and T. Childerhouse.

**5. THE CHAIRMAN'S OPENING REMARKS**

The Chair said that he was very pleased with what had been achieved last year by way of new Street lights, Trod, Play Equipment and Benches for the bus shelters, various works on trees in the village and treatment for the football pitch.

**6. ACCEPT AND SIGN THE MINUTES**

The minutes of the Parish Council meeting held on Thursday 20<sup>th</sup> April 2017 having been previously circulated were approved. Cllr Drewry proposed that they be accepted as a true record, this was seconded by Cllr Smith and all agreed.

**7. TO RECEIVE DECLARATIONS OF INTEREST**

None

**8. MEETING SUSPENDED FOR PUBLIC PARTICIPATION**

A member from the Weeting Football club asked permission to hold a five a side football competition in July and they will be inviting 16 to 20 teams to come along to raise funds, this will be held on the 22<sup>nd</sup> July and it was agreed that this would be a very good idea. The same person said that they are also going to re-seed the pitch this year.

**9. MATTERS ARISING**

**9.1 Outstanding Highway Matters**

Emily's Wood - The situation is still ongoing and is being dealt with the various authorities mentioned in previous meetings. Parking opposite the garage in Hereward Way - Breckland District Council is now dealing with this. Debris outside the shop – there are old fridges etc. still left outside the shop and it was agreed that the Clerk will report this to Breckland Environmental Services.

**9.2 Street Lighting – Street Lighting officers report**

Nothing to report

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**9.3 Playing Field/Open Spaces – Possible new bin plus any outstanding matters**

Grass Cutting -The first grass cut was very scruffy and a finger sign was knocked down and damaged along with some damage to the teen shelter. New litterbin – following a discussion it was agreed that the Parish Council would purchase the Glasdon Jubilee Bin for the play area.

**9.4 Weeting Village Fayre – update from Cllr Drewry**

Cllr Drewry said that they have a bouncy castle, classic cars, a climbing wall and a lot more stalls, there is also a BBQ and the Bowls club are supplying soft drinks, the Town Cryer will be opening the fayre, there is a possibility that there will be some stocks at the fayre.

**9.5 Tree Maintenance and Power Cuts**

Cllr Walmsley said that the recent power cuts that have happened have been caused by the trees that have not been maintained in Rectory Lane and it was agreed that the Clerk will write to EDF to ask if they can explain who is responsible for maintaining these trees.

**9.6 Raves**

Following a discussion, the Chair said that he would speak to Chief Inspector Wheatley regarding the problem with the raves that spring up in the Forest.

**9.7 June and July meetings**

Due to various circumstances, it was agreed that the meeting for June will be held on Wednesday the 14<sup>th</sup> in the Bowls Club and the meeting for July will be held on Thursday the 27<sup>th</sup> in the Village Hall.

**10. REPORTS**

**10.1 Chairman's Report**

Nothing to report – see opening remarks

**10.2 Clerks Report**

- Completed the end of year figures and delivered these to the internal auditor
- Sent letter to Mr Fuller of Style Windows regarding Emily's Wood
- Confirmed to Mr Reay the conclusion of the Gratuity payments upon retirement
- Sent email to Football Club regarding electricity bills and also sent copy of latest bill
- Completed work on spreadsheet so that I can present figures quarterly – actual expenditure against budgeted figures
- Did a little research on alternative litter bins
- Liaised with Sharon from Breckland regarding the signage for local walks in the area
- Contacted Fenland Leisure regarding broken swing (they are coming next Wednesday 31<sup>st</sup> May) they will also take a quick look at the other play equipment to check if the wood is okay
- Made up some temporary signs regarding age restrictions for the play area
- Chased up Wickstead regarding the inspection of the adult's fitness area
- Emptied old filing cabinets belonging to Weeting and labelled and filed these away in storage boxes in my loft – an index of what is in them will be given to the Chair. (Cllr Smith said he will have the old filing cabinets for the football club).
- Prepared a small leaflet – “An introduction to your Parish Council”

**10.3 Village Handyman Report**

Cut down the nettles in Shadwell to Rectory Lane, fixed 6- 4 x 2 rails alongside rotted rails of playground fence, Made safe Junior swing chain that had come undone, bolted up Junior swing chain top bolt, cut back overhanging branches at the corner of Hockwold Road and Main Road, there were 19 pale boards broken at play area and these were reported to the Police – refitted 10 new and salvaged 9, a picnic bench was turned over and Cllr Childerhouse helped put that back in the correct position, fitted 4 stumps on to the bench legs, called out to play area regarding the nest swings top pole that had been

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broken and made that safe by cutting down the top pole and putting the swing into store and reported this to the Chair.

**10.4 Bowls Club Report**

Nothing to report

**10.5 Village Hall Report**

The AGM will be held on the 27<sup>th</sup> May

**10.6 District Councillors Report**

Not at meeting

**10.7 County Councillors Report**

Not at meeting, the Chair explained that the new County Councillor is probably undergoing some training, *(and the Clerk did not send him an agenda)*

**11. CORRESPONDENCE**

None

**12. FINANCE**

**12.1 To Agree and Sign the Payments for April/May Invoices**

The following payments were authorised on Thursday the 18<sup>th</sup> May 2017, the cheques were signed by Cllr J Prosser and Cllr M Lister, this was proposed by Cllr Prosser, seconded by Cllr Buxton and all agreed.

The following payments were authorised on Thursday the 18th May 2017

<b>Balance for April 2017</b>	<b>£35,600.15</b>
<b>Minus the following direct debits</b>	
E-On Street Lights	£457.18
E-On Street Lights Parrots Piece	£11.28
Viridor Waste Collection	£49.92
Viridor Annual Duty of care	£93.60
Mr J Reay Salary Paid by SO	£200.00
<b>Total Direct Debits</b>	<b>£811.98</b>
<b>Plus the following receipts</b>	
Recycling Payment	£1,824.76
Vat Refund	£5,080.33
Weeting Bowls	£18.75
Total Income	£6,923.84
<b>Total after Direct Debits and Income</b>	<b>£41,712.01</b>

<b>Cheques</b>	<b>Description</b>	<b>Total</b>
400036	Mr J Reay - Salary £263.17/Mileage £20.25/ Petrol for Strimmer £6.59	£290.01
400037	Mrs P Angus - Salary £467.48 /Office Allowance £25.00/ Phone £9.50	£501.98
400038	Serena Barnes Internal Audit	£85.00
400039	Viking Stationers - Storage Boxes/ A4 Dividers	£51.92
400040	Westcotec Street Light Maintenance	£194.08

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400041	Chase Timber Products - Village Maintenance Supplies	£34.42
400042	Fengate Fasteners - Village Maintenance Supplies	£15.64
400043	Norse - Grass Cutting	£825.85
400044	E-On Football Club	£22.52
400045	Void Cheque	£0.00
400046	Chase Timber Products - Village Maintenance Supplies	£38.72
400047	Weeting Village Hall	£22.50
<b>Total Cheques paid</b>		<b>£2,082.64</b>
<b>Balance in Community Account May 2017</b>		<b>£39,629.37</b>
<b>Balance in Savings Account (£2,000 ring-fenced for play area maintenance)</b>		<b>£0.00</b>

**12.2 Internal Audit 2016-2017**

The Clerk informed the Cllrs that the internal audit had been carried out by Serena Barnes and all was correct. Ms Barnes signed off her part of the Annual Return Document.

**12.3 Annual return for the year ended 2016/2017 – to agree the figures and Chair and Clerk to sign the Annual return documents.**

The figures were circulated to the Cllrs prior to the meeting, and it was agreed by all that they be accepted and signed by the Clerk and Chair. The Chair and the Clerk signed the annual return.

**13. PLANNING APPLICATIONS**

The Chair said that the final draft for the Breckland Development Plan will be finalised very soon.

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

Cllr Lister said that a resident had recently complained about children speeding through various short cuts in village. Cllr Buxton asked if he could put sign up on Parrots Piece for the Annual School Fayre and it was agreed that this was ok.

With nothing more to discuss the meeting closed at 8.15pm

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