

SNETTISHAM PARISH COUNCIL

**Minutes of the meeting of Snettisham Parish Council held on
9 January 2013 at 7.30 p.m. in the Memorial Hall**

Present:

Cllr. E Langford – Presiding

Cllr P Bradshaw, Cllr N Burchett, Cllr I Devereux, Cllr. E Fountain, Cllr M Fountain, Cllr. A Gascoigne, Cllr D Snelgrove, Cllr. E Steinacker, Cllr Bailey who arrived during item 13.01.9.04

Also in attendance: Mr A Skipper (RFO), County Cllr J Dobson who arrived during item 13.01.9.04
Approximately 20 members of the public

Minutes taken by Sheila Goodwin (Locum Clerk to the Council)

13.01.9.01 To Consider Accepting Apologies for Absence

Apologies were accepted from Cllr T Cannon, Borough Cllr Z Christopher and Borough Cllr David Johnson. Cllr Bailey was not present but was expected to arrive later in the meeting

13.01.9.02 Declaration of Interest

Cllr Devereux item 19 (3) cii and item 20 – prejudicial interest and

Cllr Steinacker items 19d 1 and 2 – personal interest as his wife had written to PC about newsletter

13.01.9.03 Resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 s1 extended by LGA s100 to exclude the Press and the Public from the meeting of Snettisham Parish Council. (Reference Standing Order 65) “That in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded from PC discussions”

13.01.9.04 Consider appointment of clerk

Chair explained that Councillors would withdraw from the meeting hall to discuss recommendations of interview panel for appointment of new clerk. 2 candidates had been interviewed and it was recommended to PC that Simon Bower be appointed on SCP27, for 21 hours a week, commencing 10 January. It was further proposed that appointment be subject to agreed contractual agreement including a probationary period.

Prop. – Cllr Devereux

2nd – Cllr M Fountain

Agreed

Cllr John Bailey and Cllr John Dobson arrived during this item

13.01.9.05 Re –introduce public to meeting

Council returned to the meeting hall where public had remained during previous item

13.01.9.06 Appoint Clerk

It was announced that Simon Bower was appointed and he was invited to join the councillors for the remainder of the meeting. S Goodwin continued to take the minutes

13.01.9.07 Suspension of meeting for public participation

Resolution to suspend the meeting to invite members of the public to speak (10 minutes)

A parishioner queried the Watermill account and another the maintenance of the defibrillator.

The meeting was reconvened.

13.01.9.08 Co-option of Councillors

No names have been received and council would continue to advertise the two vacancies

13.01.9.09 Chairman’s Report

The Chairman reported that complaints with Barclays and investigations of Santander Watermill Accounts continue with progress reports to be presented at the February meeting. Allegations of unpaid tax by a PC employee had been addressed and matter resolved, although further complaints may be made about the handling of the matter by HMRC. It was clarified that deferred items from December 5th meeting had been put under 13.01.9.14 and 13.01.9.19 at Chairman’s discretion.

13.01.9.10 Minutes of the Full Council Meetings

a 5 December – Subject to the following amendments it was agreed that minutes previously circulated be approved

12.12.5.12 Amenities and Services

i Cllr Bradshaw is now Lead Councillor in waiting for this group

ii Parish Office door, safe and waste bins need to be ordered

The Chairman signed the minutes as a true record.

Signed: Date :

13.01.9.11 Matters Arising not on the Agenda

a Maintenance Operative recruitment to be on future agenda

13.01.9.12 County and Borough Councillor Reports

Cllr Dobson gave information concerning Community Construction Funding. Update given on new Borough Council waste management system. NCC "Councillor Call for Action" meeting took place on 8th January.

13.01.9.13 Police Report

No report received

13.01.9.14 Deferred Items from 5th December

a Excess working hours of the clerk and RFO had been approved by Chair and Vice-Chair but substantive review of hours required for clerk and RFO to complete their tasks, including responding to councillors ad hoc requests for information.

b Considered request from Village Events Committee regarding commemoration of 60th anniversary of 1953 floods to be held in Market Square.

Prop – Cllr Burchett 2nd – Cllr Gascoigne Agreed

Proposed that area be closed from 4pm to 7pm for Service on February 1st

Prop – Cllr Bailey 2nd – Cllr Gascoigne Agreed

13.01.9.15 Decide Precept

Given an estimated expenditure of £84,000 for 2013/14 and using previously discussed budget items, that included £12,000 for maintenance operative services, it was proposed to set a Precept of £76,000, using some of the 2012 /13 car park surplus to make up the difference. A request was made by Cllr Steinacker (Standing Order 9) that his and Cllr Bradshaw's objections be noted by name.

Prop – Cllr Devereux 2nd – Cllr Burchett 8 for, 2 against,

13.01.9.16 Finance

a Discussion took place on 3 quotes received for a memorial bench for Dr Campbell. That quote from Cyan for teak bench, recommended as being easier to maintain, be agreed at a cost of £397 plus £75 inscription cost plus installation costs plus vat

Prop – Cllr Burchett 2nd – Cllr Bradshaw Agreed

b Renovation of old notice board at approx. cost of £25 and replacement of vandalised locks for car park, purchased from Ridgeons by Cllr Fountain after discussion with RFO and clerk, agreed by PC

c That cheques be signed and payments made

Prop – Cllr Bradshaw 2nd – Cllr Gascoigne Agreed

d Budget monitoring report given to all councillors before meeting and reconciled bank balances from RFO to be given to all councillors.

13.01.9.17 Norfolk ALC

Discussions had been held between Chairman and Jane Scarrott of Norfolk ALC as to who should/should not be contacted Norfolk ALC. It was proposed that all future councillor enquiries should go through the clerk. Cllr Steinacker requested under Standing Order 9 that his objection was recorded. Passed one vote against.

13.01.9.18 Localisation of Council Tax Reductions

That letter be sent to Eric Pickles MP stating that Snettisham PC is against Localisation of Council Tax Reductions

Prop – Cllr M Fountain 2nd – Cllr Gascoigne Agreed

13.01.9.19 Support Groups – Lead Councillors' reports:

a PLANNING

That PC supports the following applications

1. Change of use of garden to introduce 4 residential park homes as an extension of the adjacent Anchor Park Residential Park at 20 Station Rd, reference 12/01917/F
2. A first floor extension to the rear of the property over the existing kitchen at 38 Park Lane, reference 12/01927/F.
3. An extension the bungalow at 12 Jubilee Gardens, reference 12/02056/F.

Prop. – Cllr Devereux 2nd – Cllr Bradshaw Agreed

Signed: Date :

It was noted that 2 cheques of £30 be agreed in principle to be paid to Norfolk Conservation Volunteers for work on Snettisham Common.

Prop. – Cllr Devereux *2nd – Cllr Snelgrove* *Agreed*

b AMENITIES & SERVICES

i No report had been received but it was confirmed that clerk had forwarded application form completed by Cllr Burchett concerning Lime Trees to Tree Preservation Officer.

c BEACH

i Report given that locks and signs had been vandalised and police are now monitoring situation

ii Considered options and course of action re: Beach land registration. That PC withdraw objection

Prop. – Cllr Steinacker *2nd – Cllr Burchett* *Agreed*

Cllr Devereux took no part whatsoever in this item

d GOVERNANCE

i receive report – Governance Support Group will liaise with Clerk and RFO to produce guidance/policies on systems for required internal financial controls and regulations

ii The Governance Support Group recommends that the Snettisham Parish Council:-

1 RESOLVE to recognise the “Torc of Snettisham” as the self-funding newsletter of the Snettisham Community prepared by Volunteers and supported by the Parish Council with appropriate funding and facilities if required and with invited contribution of articles by the Council Chair and Clerk as permitted under Standing Order 71.

And furthermore

2 OFFER their profound thanks and support to the Volunteers who have revised and revitalised the presentation of the newsletter into its current excellent form and trust that they will continue to provide their efforts and skills to support the Snettisham Community through production of this most worthwhile publication.

Prop. – Cllr Devereux *2nd – Cllr M Fountain* *Agreed*

Cllr Steinacker wished it to be noted that he supports the good work of those producing the Newsletter but objects to the proposal

e PERSONNEL

i No report made

13.01.9.20 Beach Footpath Working Group

Received report and considered proposal for expenses to be paid for CCfA related meetings with NCC

Prop. – Cllr Steinacker *2nd – Cllr Bradshaw* *Agreed*

13.01.9.21 Reports of meetings attended

A copy of the minutes of the Memorial Hall Meeting of 12 November had been circulated to councillors

13.01.9.22 Correspondence

None

13.01.9.23 Items for future Agendas

Repair and replacement of village sledge and consideration for paying off PWLB

13.01.9.24 Suspension of meeting for public participation

Members of the public were invited to speak (10 minutes)

Parishioner thanked the Clerk for her excellent work

Parishioner expressed support for the “Torc of Snettisham” newsletter

Parishioner expressed disappointment at Precept figure but understood the reasons why.

There being no more questions the meeting was reconvened.

13.01.9.25 Date of next Meeting

February 6th 2013

Signed: Date :

There being no further business the meeting closed at 22:35 hours

DRAFT

Signed: Date :