

SNETTISHAM PARISH COUNCIL

Minutes of the extra-ordinary meeting of Snettisham Parish Council held on Wednesday, 24th July 2013 at 7.30 p.m. in the Memorial Hall

Present:

Cllr E Langford (EL) – Presiding

Cllr J Bailey (JB), Cllr N Burchett (NB), Cllr I Devereux (ID), Cllr E Fountain (EF), Cllr M Fountain (MF), Cllr A Gascoigne (AG), Cllr A Lamplugh (AL), Cllr D Snelgrove (DS)

Also present: Alistair Skipper (RFO) and 7 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

The meeting commenced at 7.32p.m.

Before beginning the agenda the Chairman apologised that the submission of the **accounts** to Councillors was late. This was due to health and domestic issues of staff and querying of one detail on the form by the Internal Auditor (having accepted that the accounts were correct) which delayed the final presentation of figures.

2013.07.24.1 – Apologies were received from Borough Cllrs Christopher and Wright and County Cllr Dobson.

2013.07.24.2 – JB **declared an interest** in item 7.c. The Chair ruled that there was no need for this, but JB said he would leave anyway.

2013.07.24.3 – The Clerk read a **statement** regarding an incident of threatening behaviour and the rules surrounding it, visits to the Office and press inaccuracies.

2013.07.24.4 – The meeting was suspended for **public speaking**. Issues raised were: the amount of time allotted for public speaking; a rebate of c£3000 from BCKLWN – this was deducted from the precept; the interruption referred to in 3 above; amount of time for public speaking; viewing of the audited accounts; the legal ending of meetings.

2013.07.24.5.a – The RFO apologised for the late submission as above. He gave the **overall figures** for the year as: income £83,903, expenditure £91,891 and a **deficit** of £8,799. This included the £3K repayment for the loan on the Play Ground equipment, which counts as deficit reduction. £4K from Barclays which will appear in the 13/14 accounts is delayed from 12/13. Cllr Devereux stated his disappointment that the accounts had been **tabled**, and that the process should have been more important than the timescale. Consequently the motion was amended to: *"This Council agrees that on the recommendation of the RFO, Clerk and Chairman and the agreement of the Internal Auditor that the accounts should be submitted to Mazar's as approved"*

Prop: ID; 2nd: MF; unanimous

2013.07.24.5.b – RFO reported that **cheques** 105140 and 105141 should be in favour of J Bailey, and were for equipment for maintenance and strimmer under approved spending. *Cheques were approved for signature.*

Prop: MF; 2nd ID; unanimous

2013.07.24.6.a – Quotes from three firms had been presented to Council for work on the Lodge Walk **trees** and others. *Council accepted the quotation from "Arborcraft" at a total of £3185.* The contractor would be asked to liaise with the

Tree Protection Officer, and the Clerk would advertise the **path closure** which would be required.

Prop: MF; 2nd: AG; unanimous

2013.07.24.6.b - £50 expenditure on moving and adjusting **noticeboards** was agreed.

Prop: AG; 2nd: EF; unanimous

2013.07.24.6.c – It was felt that alternative quotes should be provided – no vote was taken.

2013.07.24.6.d – Council agreed to delegate £500 expenditure to the Clerk in liaison with the ASSG, for **maintenance** and **improvements** for August, subject to a report being made back to Council.

Prop: MF; 2nd: AL; 8 for, 1 abstention

2013.07.24.7 – Cllr Devereux reported on a meeting he and Clerk had attended dealing with the **Borough Housing Allocation Plan**. Public consultation on this would take place from 29/7/13-4/10/13.

2013.07.24.7.a – Council voted to support **planning** application 13/00956/F for a single storey extension to the rear of 38 Strickland Avenue and relocation of the kitchen to the rear, subject to confirmation of compliance with Building Regulations and National planning Criteria.

Prop: ID; 2nd: EF; unanimous

2013.07.24.7.b – Council voted to support **planning** application 13/01043/F for a bedroom extension to rear of property at 61 Lynn Road, subject to confirmation of compliance with Building Regulations and National planning Criteria.

Prop: ID; 2nd: DS; unanimous

2013.07.24.7.c – [Cllr Bailey left the meeting]. A paper was presented giving some idea for how to proceed with the **Market Square**. Council agreed to form a working party to consider the short-term future of the Market Square, consisting of one business and one resident from the Square, one resident from elsewhere and two Councillors. A comprehensive H&S audit was essential, and the Clerk should write a public letter regarding the working group.

Prop: ID; 2nd: EF; 8-0

2013.07.24.8 – Cllr Devereux reported on his work on revising **protocols** dealing with bullying, abuse and harassment. He had been looking at examples, including NorfolkALC templates, dealing with relationships between Cllrs, staff and public. This will take time as it involves revision of Standing Orders.

Meeting closed at 8.41p.m.