

13<sup>th</sup> July 2022

MELTON CONSTABLE PARISH COUNCIL

**Clerk: Amanda Yacoubian**

**website: [www.meltonconstablepc.info](http://www.meltonconstablepc.info)**

**email: [clerkmeltonpc@gmail.com](mailto:clerkmeltonpc@gmail.com)**

**Tel: 07894 061571**

**MINUTES** of the Melton Constable Annual Parish Council meeting held on 13<sup>th</sup> July 2022 at 7.00 pm

Present: S Unsworth  
A Crawford  
J Cox  
D Carter  
T Jarmin

A Yacoubian: Clerk  
5 members of the public

2022/33 Apologies for Absence  
Steffan Aquarone,

2022/34 To approve the Minutes of the Parish Council Meeting held on 11th May 2022  
On a PROPOSAL by Cllr Cox SECONDED by Cllr Unsworth, it was AGREED to accept the minutes of the meeting of 11<sup>th</sup> May 2022 as a true and accurate record.

2022/35 Declarations of Interest - none

2022/36 To consider matters arising from the last minutes - none

2022/37 To receive County & District Reports (circulated previous to the meeting)  
AB highlighted some issues, report due out soon to streamline relations between council, NNDC & public  
Clerk to thank Steffan for his work on speeding

2022/38 To adjourn the meeting to allow for public participation  
Scott Meacock – Halloween Party  
Lantern parade from Grove Road to Beacon  
Need 500 leaflets for each events, bands etc will need funding.  
On a PROPOSAL by Cllr Unsworth £150 was AGREED, Seconded Cllr Crawford

2022/39 To consider electric car charging point  
PC needs to engage with Highways & NNDC to ascertain the situation. Cllr AB will assist.

4 members of the public leave the meeting

2022/40 To receive members reports:  
Churchyard – To be advised

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Bus Shelter – Nothing to report

Play Area - See below

Recreation Ground – New bench is insitu, dog waste bin being utilized, and grassed areas are tidy

Northside – No 45 Fakenam Road, hedge needs cutting as it's causing an obstruction

Southside – Nothing to report

- 2022/41 Allotments - update on allotment issues  
Allotment inspection to be set provisionally on 21<sup>st</sup> August  
Clerk to find garden clearance/recycling to clear plot
- 2022/42 To decide plan of action regarding the annual inspection and Wicksteed Quotation for the play area  
Proposal to go ahead with Wicksteed Quotation  
On a PROPOSAL from Cllr Crawford, SECONDED by Cllr Jarmin it was AGREED to proceed with the works. Unanimously approved £1839.48
- 2022/43 To consider any applicants for councillor vacancies – none
- 2022/44 To consider planning applications - none
- 2022/45 Finance
- (i) To approve financial statement circulated by the Clerk (Cash book & Budget)  
On a PROPOSAL by Cllr Carter, SECONDED Cllr Unsworth it was AGREED to approve the Cash Book & Budget
- (ii) To agree to setup standing order for regular monthly payment Clerk salary  
On a PROPOSAL by Cllr Jarmin, SECONDED by Cllr Unsworth it was AGREED to set up a standing order for the Clerks monthly payment
- (iii) To agree retrospective payments circulated by Clerk  
On a PROPOSAL by Cllr Carter, SECONDED Cllr Unsworth, it was agreed to approve the retrospective payments

16.05.22	£116.04	Norfolk Association (NALC)
16.05.22	£87.54	The Play Inspection Co
16.05.22	£80.00	Jo Boxall audit fee
16.05.22	£614.47	Insurance exp 31.05.23
23.05.22	£42.19	DD Npower
23.05.22	£13.25	Westcotec
23.05.22	£150.00	S J Drewell rat catcher
24.05.22	£32.99	A Yacoubian printing
30.05.22	£265.20	A Yacoubian Clerk salary
31.05.22	£358.00	P Collins grass cutting May
31.05.22	£380.00	P Minns grass cutting Burgh Parva church yard & bus stop
06.06.22	£415.93	refund VAT
13.06.22	£66.00	National Allotment Society
13.06.22	£384.00	No Butts Bin co Bench Rec field
21.06.22	£40.71	DD Npower

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01.07.22	£265.20	A Yacoubian Clerk salary
01.07.22	£358.00	P Collins grass cutting June
01.07.22	£380.00	P Minns grass cutting Burgh Parva church yard & bus stop
05.07.22	£13.25	DD Westcotec

(iv) It was suggested that it is not necessary for the Clerk to email invoices for payments requested each month when the full budget and monthly payments for the year has already been agreed, specifically electricity and grass cutting. PROPOSED Cllr Crawford, SECONDED Cllr Carter it was AGREED not to email monthly invoices.

2022/46 To consider pre registration of title deeds and documents for the recreation ground

Clerk to seek advice from Cllr AB re registration

2022/47 Correspondence & Clerks report

Photo voltaic units will need replacing at some time, budgeting needs to be considered

Remembrance service at next meeting to decide a replacement for British Legion representative.

Allotment rents are due on 1<sup>st</sup> October, need to set rent for 2022-2023

2022/48 To agree the date and time of next meeting Wednesday 14<sup>th</sup> September 2022 @ 7pm

Meeting Closed 8.54pm

Chair ..... Dated .....