

8th May 2018

MELTON CONSTABLE PARISH COUNCIL

Clerk: K Cotgrove
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MINUTES of the Melton Constable Parish Council meeting held on 8th May 2018 2018 7.30pm at the Country Club.

Present: J Hayes (Chair)
S Unsworth
A Crawford
J Cox
J Tosney
S Meacock
K Cotgrove Clerk
District Cllr P Butikofer
County Cllr S Aquarone
+ one Parishioner

- 2854 To elect a Chair for 2018/19, and to sign the declaration of office
On a PROPOSAL by Cllr Crawford, SECONDED by Cllr Meacock, Cllr Hayes was nominated as Chair for 2018/19, and Cllr Hayes accepted. There were no other nominations. The declaration of acceptance of office was signed.
- 2855 To elect a Vice Chair for 2018/19, and to sign the declaration of office
On a PROPOSAL by Cllr Hayes, SECONDED by Cllr Crawford, Cllr Unsworth was nominated as Vice Chair for 2018/19, and Cllr Unsworth accepted. There were no other nominations. The declaration of acceptance of office was signed.
- 2856 Apologies for Absence
There were no apologies.
- 2857 Minutes of the Parish Council Meeting held on 10th April 2018
On a PROPOSAL by Cllr Meacock SECONDED by Cllr Unsworth it was AGREED to accept the minutes of the meeting of 10th April as a true and accurate record.
- 2858 Declarations of Interest
None.
- 2859 Matters Arising from Last Minutes
2841- The Clerk wrote another letter to the landowner asking about the weed killer used, but there is still no response.
2841 - The Clerk met with CGM and showed the areas where the cut has either not been done, or not cut well enough. Hopefully it will improve now.
2841 – The rubbish has still not been cleared from the allotment plots. The Clerk will chase, along with other jobs to be done.
- 2860 County & District Councillor reports
District Cllr Butikofer reported that there is a new head of Planning, who is coming over from Waveney and Suffolk District Council. NNDC have pursued and successfully prosecuted a nuisance neighbor for breaching a noise abatement notice.

County Cllr Aquarone arr. 7:40pm

Four market towns, including Holt, have been given £100,000 each through the Market Towns Initiative. Working parties have been set up to decide how the money should be spent. A Community Transport Scheme is being introduced. As there is now no overall control at NNDC, a shadow cabinet is being set up.

County Cllr Aquarone reported that he queried fly tipping at a Council meeting this morning, and was told that if DIY waste is fly tipped, Norfolk County Council will pay for removal. County Cllr Aquarone is monitoring the number of reports and urged anyone who sees DIY waste fly tipped to report it to him. There are no illustrations yet for the proposed traffic calming measures in the village. No progress has been made with Melton Constable Country Club, despite County Cllr Aquarone meeting with parishioners and trustees, and coming up with a plan which was passed to the trustees. He suggested that the Parish Council should write to request a plan for the medium to long term.

Cllr Cox asked why the Sunday and Bank Holiday service has reduced to nothing, where previously there were two buses. County Cllr Aquarone agreed that there is an argument for a skeleton service on Sundays, and he will ask questions.

County Cllr Aquarone left the meeting at 7:53pm.

2861 To adjourn the meeting to allow for public participation

A Parishioner reported that carpet was burnt on an allotment plot. She also asked if the Clerk can chase the handyman for the Allotment Association's request for a quote for securing the picnic benches on the allotment

The meeting was reconvened at 7:55pm

2862 Members' Reports

Churchyard: Cllr Crawford stated that grasscutting at the churchyard has been erratic. It was queried if the Parish Council holds the contract for cutting at the Church. The Clerk will make enquiries.

Southside: The grass area on Grove Road next to the bowling green has not been cut, and on investigation Cllr Cox found that it is not in the grass cutting contract. He will send a copy of a map showing the area to the Clerk so she can ask CGM to include it. It was cut last year. One of the houses on Colville Road is used by Dial a Worker for their staff, and large amounts of rubbish has again been left in the front garden. The Clerk will write to them to request removal.

Bus shelter: Nothing to report.

Play Area: Benches are regularly moved to near the swings, which Cllr Meacock replaces. There are some weeds in the Millennium Garden, which Cllr Meacock will remove.

Recreation Ground: Nothing to report.

Northside: The rubbish remains behind the property on the Loke. The Clerk has reported to NNDC but has not yet received a response.

Allotments: There are now only 1 ½ vacant plots. The rubbish on two plots has not yet been removed. Cllr Unsworth was unaware of the issue where a carpet was burnt on an allotment plot. He will continue to monitor the situation. The chickens on one of the plots have escaped on a number of occasions, this is being monitored.

2863 To consider the vacancy on the Parish Council

The period for requesting an election has now passed, and the Parish Council have received an application to join the Parish Council. On a PROPOSAL by Cllr Hayes, SECONDED by Cllr Tosney, it was agreed to co-opt Elaine Smith onto the Parish Council. The declaration of acceptance of office was signed.

2864 To update on the allotment lease

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Cllr Hayes has spoken to Megan at the landlord's agents. She has assured that things are moving forward, and the issue related to a discrepancy with the old landlord's will, where the parcel of land in question was missed off. Apparently, this means that the will needs to be regularized, the land lodged with the land registry and the new tenancy agreement written. Cllr Hayes continues to chase.

2865 To agree a date for the allotment inspection

A date was agreed for Saturday 23rd June, at 10am. To meet at the community orchard.

2866 Planning applications

None.

2867 Finances

(a) To receive the internal audit report 2017-18:

The Clerk read the internal auditors report. On a PROPOSAL by Cllr Hayes, SECONDED by Cllr Crawford, it was AGREED to stop using the current payroll company, and for the Clerk to take it on.

(b) TO approve the AGAR Annual Governance Statement 2017-18:

The Annual Governance Statement was read out by the Clerk. On a PROPOSAL by Cllr Crawford SECONDED by Cllr Hayes it was AGREED to approve and sign the Governance Statement.

(c) To approve the AGAR Accounting Statements 2017-18:

On a PROPOSAL by Cllr Meacock SECONDED by Cllr Cox it was AGREED to approve and sign the Accounting Statements.

(d) To receive and approve monthly statement and budget update for May 2018:

Cash book and budget update had been distributed via email to all Councillors. On a PROPOSAL by Cllr Hayes SECONDED by Cllr Tosney, it was AGREED to approve the cash book and budget.

(e) To note receipt:

A receipt of £6754 from North Norfolk District Council in respect of the 1st precept instalment ad grant was noted.

(f) To approve payments to be made:

On a PROPOSAL by Cllr Hayes SECONDED by Cllr Unsworth it was AGREED to approve the following payments:

101982	K Cotgrove	May Salary	£162.76	
101983	J Boxall	Internal audit	£75.00	
101984	Westcotec	Monthly lighting maintenance	£13.25	
101985	Came & Company	Annual insurance renewal	£866.43	
101986	Command Pest Control	Mole control	£198.00	
SO	CGM	Grass cutting (via standing order)	£138.49	
			TOTAL	£1453.93

2868 Correspondence

(a) Co-Op Community Token Scheme

The Clerk has received notification via email that the Parish Council have been accepted for the Community Token Scheme.

(b) Parishioner complaint regarding grass cutting

The Clerk has been in correspondence with a Parishioner, who has complained about the quality and length of grass cutting in the play area. As minuted, the Clerk has met with CGM and discussed concerns, and CGM have agreed to cut the grass shorter in the play area.

(c) Safer Neighbourhood Action Plan invitation request

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The Clerk asked that if anyone is interested to let her know.

2869 Items for June agenda
Allocation of Parish Council roles.

2853 Date and time of next meeting

It was agreed that the date and time of the next Parish Council meeting would be Tuesday 12th June 2018 at 7.30pm.

8:38 pm: Meeting Closed

Clerk

Chair

Dated

DRAFT