

ALPINGTON WITH YELVERTON PARISH COUNCIL

11.05.15 - 1

Minutes of the Meeting

held on Monday 11 May 2015 at 7.30pm at Alington Village Hall

Present : Jack Taylor, Kevin Gotts, John Lain, Jeremy McNulty and David Whitehead

Also Present: Linda Gray (Clerk) 5 members of the public

This meeting was quorate

- 1. Appointment of Chairman** – The Clerk requested nominations for Chairman, Jack Taylor proposed Jeremy McNulty, John Lain seconded. Without any further nominations Councillors unanimously elected Jeremy McNulty as Chairman.
- 2. Appointment of Vice Chairman** – The Chair requested nominations for Vice Chairman, Jack Taylor proposed Kevin Gotts, seconded by David Whitehead. Without any further nominations Councillors unanimously elected Kevin Gotts as Vice Chair.
Jeremy McNulty and Kevin Gotts completed the acceptance of office documents.
- 3. Register of Interest** – All Councillors present completed and returned their Register of Interest paperwork.
- 4. Standing orders review** – Councillors under took a review of the model 2012 Standing Orders and adopted them subject to the changes.
- 5. Apologies of absence** were received and accepted from Ivan Green, Derek Blake and Vic Thomson
Result of recent election – Due to only 6 Parish Councillors being elected there was now a Casual Vacancy that would be advertised in the village.
District Councillor – Vic Thomson and County Councillor – Derek Blake
- 6. Declaration of Business and Pecuniary Interest**
Item 12 David Whitehead – Non pecuniary interest – Nichols Road
 Jack Taylor – Pecuniary interest Wheel Road only
 Jeremy McNulty – Non pecuniary interest – Church Meadow
- 7. Minutes of the meeting** held on 23 February 2015 were agreed to be a true and accurate record and duly signed by the Chair
- 8. Matters arising**
Dog Bin and Bus shelter paint – Kevin Gotts had collected the Dog Bin and Bus Shelter touch up paint from Mr Freeman. Further discussion was required regarding locating the dog bin and it would be included on the next agenda.

Play Area – Kevin Gotts highlighted the assessment of the Play Area facility had not been discussed at the Annual Parish Meeting as stated in the minutes of 23 February 2015. It was agreed to include this as an agenda item for the meeting in July 2015.
- 9. Parishioners Questions and Reports from the County and District Councillor** – no questions which were not already covered in the following agenda. District and County Councillor were not present.
- 10. Correspondence**
Adrian Gunson letter – The clerk read the response from Adrian Gunson.
Footpath report of weeds – A resident had reported the Footpath from Cherrywood was overgrown with weeds – The Clerk would report this to the Highway Rangers.
Church Meadow Footpath – Jeremy McNulty reported the footpath on Church Meadow with the new Kissing gate had issues of mud in the winter. Due to the foot traffic being redirected through the newly installed gate there was as times a large amount of mud which made the footpath inaccessible. It was highlighted that since the field had been ploughed the matter had got worse and the land drain had possibly been damaged during the ploughing process.

Action Point – Clerk to report to the Rights of Way department

ALPINGTON WITH YELVERTON PARISH COUNCIL

11.05.15 - 2

11. Finance

Payment table was agreed by Councillors and Cheques signed.

- a. **Financial Standing orders** – Were reviewed and adopted subject to the changes.
- b. **Responsibilities of the Parish Council** – were reviewed and adopted subject to the changes.
- c. **Assed Register** – Was agreed for the Audit purposes
- d. **Audit** – The end of year bank reconciliation was agreed by David Whitehead. The Audit was discussed and formally agreed and signed by Jeremy McNulty.
- e. **Football Club fee** – There was a discussion of charging VAT due to the building project and claiming of VAT. The draft lease had been agreed and would be signed in due course. The new charges for the hire of the pitch were £60.00 to be paid in August 2015. The charges for the building once complete would be £200.00 plus VAT.
- f. **Change of signing mandate** – Councillors agreed and approved Jeremy McNulty as Chairman to be included as a signatory on all the Parish Council bank accounts and Chris Black would be removed. The Clerk would undertake the changes to the signing mandate.
- g. **Insurance Policy** – The insurance policy would be reviewed at the next meeting.

Action Point Clerk to circulate the insurance policy details

12. Planning

Church Meadow – The development had been refused by South Norfolk. The application was expected to be submitted for appeal.

Wheel Road – The consultation period was complete and work should start on the site in October 2015. There were concerns raised regarding further development on the land next to the pub as it had now been sold.

Nichols Corner – A letter received confirmed the area stated in the LDF/Local plan should be reduced.

Footpath Claim – No new information had been received. The Clerk would investigate and report back to the next meeting.

Action Point – Clerk investigate the progress of the two footpath claims in the village.

13. Solar Farm Update

Community Benefit fund – It was agreed for the application process and policy to be reviewed at the next meeting.

At the time of the meeting no funds had been received. As at 15th May 2015 £8,604.47 had been received into the bank account.

14. Litter Pick Community Project

Kevin Gotts reported 9 residents took part in the litter pick; they collect 20 bags of waste 40% of which were recyclables. 7 incidents of fly tipping were reported. He had reported the project in the Eleven Says and the Parish Council would be receiving £20.00 for undertaking the litter pick from South Norfolk.

15. Play Area Monthly Inspection Report

As a result of the annual inspection the cross bar of the swing required some work to remove rust. The gates required assessment and further repair work. The new play tower required a piece of wood to be inserted. Kevin Gotts would provide the wood for Jack Taylor to undertake the work. The new bark brought the play area levels up to the required levels. Other than those stated no new areas of work were identified.

16. Garrick Field Monthly Inspection Report

a. **Japanese Knotweed**- Had started its growing season.

b. **Yelverton Football Club – Building Project**

The annual charges had been agreed under the finance item. Insurance for the site was under the builder J F Petch. Once the building was complete the insurance of the building would fall to the Parish Council. The rent review on the lease was 5 years.

The building work had commenced and a fence for health and safety reasons had been erected whilst the work was undertaken. The small goals had been dismantled until the work was

ALPINGTON WITH YELVERTON PARISH COUNCIL

11.05.15 - 3

complete. It was reported that Brooke reserve team were using the field and Councillors would approach and discuss terms when they visited next.

17. Village Pond Monthly Inspection Report

No duck weed was present and plenty of new ducklings. The area was looking good.

18. Other Matters for consideration for future agendas

Dog Bin – replacement or new location

Application process for Community Benefit Grant

Speeding and parking on Wheel Road

Co- option for Casual Vacancy

Construction plan for the Wheel Road Development – to include traffic movements, environmental plans and security of the site.

Review of insurance policy

Progress report of Footpaths from Rights of Way dept.

19. Next Meeting to be held 6th July 2015

Meeting closed at 9.48pm

12 January 2015	23 February 2015
	16 March 2015 APM
11 May 2015	6 July 2015
14 September 2015	02 November 2015