

**SEA PALLING & WAXHAM**

 **PARISH COUNCIL**

**MINUTES**

**Of the Meeting held on 5th February**

**2018 at 7.30pm**

 **at**

**The Village Hall, Sea Palling.**

**www.seapallingpc.norfolkparishes.gov.uk**

Present:

Chairman- Cllr K Matthews, Cllr J Cocker, Cllr J Crafter, Cllr M Vacca, Cllr A Bode,

Also present: The Clerk P Adams and 1 member of the public and Cllr Richard Price. The meeting began at 7.30pm

1. **APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone. Apologies received from Cllr Deary and Cllr Cason.

1. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Cllr Vacca declared an interest in item 7.1

1. **MINUTES OF THE MEETING HELD ON 6th November 2018**

The Minutes of the meeting held on Tuesday 6th November 2018, having been previously circulated were AGREED and signed by the Chairman.

1. **PUBLIC PARTICIPATION**

No comments were received

1. **COUNTY AND DISTRICT COUNCILLOR REPORTS** The Chairman informed the meeting Cllr Price had previously contacted him to say that he would be late. The Chairman proposed that this part of the meeting should be heard when Cllr Price arrived and this was AGREED
2. **UPDATE ON ITEMS FROM THE PREVIOUS MINUTES**
	1. *Update from Anglian Water* The Clerk informed the meeting that the feedback from the CCTV investigation into the odour problems had shown that there was no obstruction. The issue of the water pressure is still outstanding but it was agreed that there seemed to be no problems at the moment. Cllr Crafter however, said that she was experiencing problems and it was suggested that it might be of benefit for her to contact Anglian Water herself to see if this is an isolated situation.
	2. *Update on Beach Road Parking Matters*. The Chairman had previously issued an email to the members detailing the meeting with the Traffic Management Officer that he and Cllr Cocker (Vice-Chairman) had attended. The Chairman remarked that the meeting had been very useful. Subsequently, the Traffic Management Officer has spoken to the local Constabulary and feedback is awaited. It was also agreed that The Chairman will write an account of the matter to Cllr Price. This correspondence will be circulated to the members prior to issue.
	3. *Update on the SM2 sign* It was agreed that this item would be discussed when Cllr Price arrived.
3. **NEW MATTERS FOR CONSIDERATION**
	1. *To consider a request from the Sea Palling & Waxham PC for funding to cover the cost of the Churchyard Maintenance*. After consideration the Members AGREED to cover the cost of the upkeep and maintenance of the grass cutting equipment and the cost of fuel for the equipment to the value of £1000. It was agreed that should further funds be required then an exceptional request would be made by the Church PCC. It was AGREED that all future invoices will be paid by the Parish Council and copies will be provided to the PCC for their own records. This matter will form part of the annual budget from this date and will appear on the budget from 2019/20. Payments will however, commence with immediate effect as required. The Parish Council will not enter into any individual contract to maintain or repair machinery or accept any liability thereof.
	2. *To receive a request from Sea Palling Village Hall Committee for a donation towards the replacement wall surrounding the village hall car park.* The members had previously received an email from the Chairman of the Village Hall Committee. Members concluded that they did not have enough information to each a decision and therefore it was agreed that a response will be prepared by the Chairman for approval of the Members before it is sent.
	3. Vandalism of the Blue Flag Noticeboard and the graffiti on the beach – as reported by NNDC. Members had previously received an email from NNDC about both matters. Since the offences it has transpired that further CCTV coverage will be available and will help identify any further occurrences. The Chairman has also spoken to local businesses and they have agreed to monitor the situation where possible.

Cllr Richard Price joined the meeting and the following items were heard.

**Item 5 Councillor Report** Cllr Price informed the meeting that the Vattenfall Consultation was underway and the report on the Egemere Proposal in West Norfolk has been received and will be in the public domain next week. Cllr Price went on to say that Children’s Centres will belocated at North Walsham and Fakenham. Cllr Bode asked Cllr Price what preparations have been made for Brexit and Cllr Price assured him that all necessary processes are in place.

**Item 6.3.** The Clerk asked for clarification from Cllr Price about the amount he would be prepared to commit from his devolved budget to the SAM2 sign. Cllr Price explained that Ingham were not going to take part but another parish had shown an interest and Highways have indicated that they would find this acceptable. Cllr Price said that the Parishes will pay for the posts and brackets and a further contribution of approximately £100 each would be necessary (dependant on three parishes joining the scheme).

1. **FINANCE and GOVERNANCE**
	1. To approve the updated Financial Regulations Document previously circulated This matter was postponed until the March meeting.
	2. To approve the following payments:
2. The Clerk’s Salary (Feb) £348.50
3. HMRC £38.00
4. Travel & Office Allowance £55.00
5. An additional £5 to paid to the Clerk to cover the cost of heating for the village hall (it was however, noted that the village hall was cold)
6. To consider invoices received after the publication of this invoice.

Administration Expenses £21.99

Training Expenses £10.66

1. To ratify payments made between meetings

The following payments were ratified:

Clerks Salary for Dec/Jan £688.48

HMRC £84.52

L&M Garden Services £2000

Cllr Casson (competition items and signs) £134.55

1. To receive a request from the Clerk to be paid monthly. This matter was postponed until the March meeting

1. **CORRESPONDENCE**

To consider correspondence previously circulated. No further comments were recived.

1. **PLANNING**
	1. Application Received for Consideration: PF/18/1824 Larkrise, Hickling Road, Hickling. Single Storey Extension. (This application was decided by email between meetings). **No objection**
	2. Decisions Received: None

1. **NEW MATTERS** Matters that have arisen since publication of the agenda. The Clerk handed Cllr Cocker (Vice Chairman) £5 to cover the cost of the heating for the evening and for the next meeting in March
2. **HIGHWAYS**

To receive an update and report any further highways matters. None

1. **ITEMS FOR THE NEXT AGENDA. None**
2. **DATE OF NEXT MEETING - 19th March 2019**
3. **TO CLOSE THE MEETING. The meeting was closed at 8.45pm**