

COLKIRK PARISH COUNCIL

MINUTES OF A MEETING OF COLKIRK PARISH COUNCIL HELD ON TUESDAY 14th NOVEMBER 2023 AT 6.30PM IN THE VILLAGE HALL

Present: Councillors Charles Joice (Chairman), Nick Ezra, Jeanette Paul, Nick Loades,
Michael Stamford, Peter Dyble & Jocelyn Humfrey.

Maxine Hayes, Parish Clerk

0 members of the public

23/053 To receive apologies for absence.

Apologies were received from County Councillor M Kiddle-Morris.

23/054 Declarations of Interest

Cllr J Paul declared an interest in agenda item 9.8 (allotment holder)

23/055 To approve minutes of last meeting.

It was PROPOSED (NE) SECONDED (JH) and unanimously agreed to approve the minutes of the meeting held on 19th September 2023 as a correct record and they were signed by the Chairman.

23/056 To receive reports and Correspondence.

The written report from County Councillor Kiddle-Morris had been circulated. Councillor Paul asked that the details on who to contact regarding flooding were included on the website.

23/057 Public Participation

No questions from the public.

23/058 Finance

23/058/1 Accounts paid October and November 2023.

It was PROPOSED(JP) SECONDED(NE) and UNANIMOUSLY agreed to approve the following payments:

October				
18.10.23	N Power	Electricity Supply Street lighting	£ 81.00	VAT
10.10.23	Contracts and Salaries	Salaries, expenses & office costs	£ 237.47	
30.10.23	Norfolk CC	Orchard Tree pack	£ 99.00	
23.10.23	Anglian Water Wave	Play area	£ 16.56	
			£ 434.03	
November				
6.11.23	Royal British Legion	Poppy Wreath	£ 50.00	
14.11.23	Contracts and Salaries	Salaries, expenses, postages, copying & office costs	£ 330.99	
14.11.23	Fakenham Press	Annual admin charge website	£ 12.00	
14.11.23	Breckland DC	Election administration costs	£ 75.00	
14.11.23	TTSR 8498	Grounds Maintenance	£ 1,062.71	177.12

			£ 1,474.46	
Income	Breckland DC 1/2 precept	£ 6,000.00		
Balances				
Current account @ 13.11.2023	£ 10,516.78			
Business Savings Account @ 13.11.2023		474.15		
Total	£ 10,990.93			

23/058/2 To receive clerk's financial report, reconciliation, and balances. Unanimously approved.

The Clerk reported that the final amount in the Barclays Business account of £474.15 had been transferred to Unity Trust Bank. The Barclays accounts would now close.

23/059 Correspondence & Clerks Report

The Council had received several emails from a concerned resident about pine needles from a neighbouring property in her garden. This was a property belonging to Freebridge Housing which was now empty. Two councillors had visited her at her property and the Parish Council had written to Freebridge asking them to take action. They had acknowledged the correspondence and stated they would keep the Parish Council informed of any action being taken.

- Norfolk Community Foundation – Funding Newsletter
- Norfolk Flood partnership information
- Breckland District Council – Consultation on polling district and places to vote
- Norfolk Parish Training and Support newsletters

Correspondence list had been circulated.

23/060 Planning

Breckland District Council decisions

3PL/2023/0818/F – Installation of subsurface septic tank and drainage field for connection to existing mobile home Ambleside Farm, Whissonsett Road – REFUSED

3OB/2023/0038/DOB Discharge of planning obligation Schedule 1 transfer of affordable housing units to Broadlands Housing Association. Development land off Whissonsett Road – APPROVED.

Development land off Whissonsett Road

It was reported that the Parish Council had received confirmation from Breckland District Council that the builders Wellingtons had gone into administration and all building on the site had ceased.

23/061 Items for Discussion

23/061/1 Play Area – Nothing to report. The working group, which it was hoped would include some residents, would meet in the New Year. The bin was not being emptied and the Clerk would chase this matter.

23/061/2 Notice Board – It was agreed that the Parish Council should purchase a new notice board as the existing one required a lot of repair/refurbishment work. The Clerk would circulate details for discussion at the January meeting.

23/061/3 Trees – It was reported that the Jubilee commemorative tree would be replaced in the next 2 weeks.

23/061/4 Report on managed wildlife area – it was reported that the orchard tree pack had been ordered from the County Council and would arrive early December.

23/061/5 New website – It was agreed to make the website go live on 1st December to Councillors so it could be tested to ensure it was fully working before launching on 1st January 2024.

23/061/6 Naming of village hall meeting room in memory of Jim Hall – unanimously approved. Councillor Joice would organise the plaque to be mounted on the wall outside the meeting room.

23/061/7 SAM Unit – It was reported that the existing shared SAM unit (shared with 5 other local parishes) had broken. It required either repair or replacement. After lengthy discussion it was PROPOSED (JP) SECONDED (NE) and unanimously agreed that Colkirk Parish Council no longer wished to continue with this arrangement and would withdraw.

23/061/8 Allotments. *Councillor Paul took no part in this discussion.* An inspection had been undertaken and most of the allotment plots were in reasonable condition.

It was agreed to install numbered wooden posts at the end of each plot so that they could be easily identified. This would be done as soon as possible depending on the weather.

There were a couple of plots that might become available at the end of the year and the Clerk reported there were 3 people on the waiting list. They would be offered any vacant plots when the Clerk had received confirmation they were being vacated.

Rent reminder letters and terms and conditions would be sent out in December for payment in January 2024.

23/061/9 – Date of Next meeting: Tuesday 23rd January 2024 6.30pm (budget meeting)

23/061/10 – At this point in the meeting the Council moved into closed session.

Following the Clerks appraisal meeting it was Unanimously agreed and RESOLVED to approve the recommended increase by the National Association of Local Councils in the hourly rate from 1st December 2023 backdated to 1st April. From 1st December 2023 the Clerks hours would increase to 5 hours per week and from 1st April 2024 to 6 hours per week to be able to cope with the increase in workload.

Signed.....

Dated.....