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**TERRINGTON ST CLEMENT PARISH COUNCIL**

**Minutes of the Terrington St Clement Council Meeting held in the Pavilion, Churchgate Way Terrington St Clement on Wednesday 18 January 2017 commencing at 7.49 p.m.**

**Attendance: With Councillor S Phelps in the Chair there were present:**

**Cllrs B Hill, D Shepperson, S Young, J Cross, A Hodgson, N Shepperson, G Moore, C Barton, G Girdlestone, J Ridley, T Hunt, M Howling.**

**There were 0 members of the public present at the meeting.**

**B Cllr P Kunes**

**OPEN FORUM:** B Cllr Kunes advised that there were issues on the Churchgate Way allotments which had been ploughed over the Christmas holidays and tenants were upset about it. In addition, the path way had also been partly ploughed and was now too narrow.

The Clerk advised that the council would be discussing the matter in closed session due to possible legal implications.

**AGENDA**

1. To receive apologies and reasons given.
2. To resolve to note Dispensations approved to all Members for the discussion and recommendations relating to the Precept until May 2019.
3. Declarations of Interest for the agenda items and written requests for Dispensations for DPI’s and

grants of requests as appropriate

1. To receive written reports from County and Borough Councillors.
2. To resolve to approve the minutes of the meetings held on 21 December 2016
3. To receive the Clerks Report on Matters Outstanding
4. To receive the Chairman’s Report
5. To receive reports from meetings or training events attended by members.
6. Financial Matters

a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial

 Report as recommended by the Finance Committee

b) To resolve to approve the Precept for 2017-2018

c) To resolve to approve a donation to Tapping’s House

d) To resolve to approve a donation to the Citizens’ Advice Bureau

e) To resolve to approve a donation to the Air Ambulance

1. To receive reports from Outside Bodies
2. To receive reports from the Chairman of Committees.
3. Correspondence – To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the meeting.
4. Members Comments
5. To receive any comments from members of the council and requests for matters to be

 placed on the next agenda. No resolutions may be passed under this item.

 **To resolve to go into closed session if required in accordance with the Public Bodies**

 **(admissions to meetings) Act 1960. Should this resolution be passed the public and press will be**

 **required to leave the meeting at this stage.**

1. To resolve to discuss matters relating to legal matters and actions required.

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1. **TO RECEIVE** **APOLOGIES FOR ABSENCE.**

Apologies for absence and reasons given were received and accepted from Cllrs B Scott.

 **2. TO RESOLVE TO NOTE DISPENSATIONS APPROVED TO ALL MEMBERS FOR THE DISCUSSION AND**

**RECOMMENDATIONS RELATING TO THE PRECEPT UNTIL MAY 2017.**

The Clerk advised that all councillors were required to apply for a Dispensation to allow them to take part in the

Precept discussion and councillors were required to apply and sign the relevant forms. The Co-opted members of the

council agreed to apply for the appropriate Dispensation and the elected members confirmed that Dispensation

had been applied for the last Budget for the period ending May 2015 to April 2019

**3. TO RECEIVE DECLARATIONS OF INTEREST.**

No matters of Interest were declared.

**4. REPORTS FROM COUNTY AND BOROUGH COUNCILLORS**

 B Cllr Kunes circulated a written report and the council received it as read.

 B Cllr Mrs Young apologised for not providing a written report but advised the council the she had:

* Attended Planning, Health and Scrutiny Committee and Drainage Board meetings.
* Attended a meeting of the Tilney All Saints Parish Council.
* Been advised that the Police Commissioner Lorne Green had expressed a wish to meet parish councillors
* Been invited to visit the 111 Emergency Service Headquarters IC 24 at Wymondham to observe.
* Attended a meeting of the CCG Community Engagement Panel and the lack of funding for children’s mental health was a concern.

 **5. TO RESOLVE TO APPROVE THE MINUTES OF THE 21 December 2017**

**Action: The council resolved to approve the notes of the meeting as minutes of the meeting.**

 **6. TO RECEIVE THE CLERKS REPORT**

The Clerk advised that:

* Cllr Shepperson as Tree Warden had inspected the tree in the Memorial Field that was overhanging a property. KH Gardening had inspected the tree and would provide a quote for the works of reducing the overhanging canopy.
* The public toilet key lock on the ladies had been vandalised and needed to be replaced over Christmas.
* The damaged bus shelter had been made safe and the insurance payments for the Marshland Street lights had been received as well as the bus shelter insurance.
* There was a further issue relating to the allotments which would be held in Committee.
* She had contacted the DVO and they would be carrying out an assessment of the Tennis Club and the Bowls Club in the near future.

**7. TO RECEIVE THE CHAIRMANS REPORT**

Cllr S Phelps advised that:

* The kerb stone adjacent to the Terrington Service Station had been fixed.
* He had received comments that the A17/Station Road junction had an incline in the road as you approached the junction from Station Road but the other junctions were flat on the approach and this may be a mitigating factor in relation to the accidents on the Station Road/A17 junction.
* He had observed that many parish councils did not have meetings in August and December and suggested that the parish council followed suit and suggested the matter be placed on the agenda for the next meeting.
* There was a large pot hole in Wanton Lane/Hillgate Street junction.

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**8. TO RECEIVE REPORTS FROM MEETINGS OR TRAINING EVENTS ATTENDED BY MEMBERS.**

There were no matters to report in relation to this item.

**9. FINANCE MATTERS.**

**a. To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial Report recommended by the Finance Committee.**

Cllr J Cross advised that he had checked the invoices, cheques and Bank Statements prior to the Finance Meeting and Cllrs G Moore and D Shepperson had also checked them during the Finance Meeting and agreed that they were in order and were a true reflection of the council accounts.

**Action: The council resolved to approve the invoices for payment and the recommendations of the Finance Committee in respect of the reconciliations and payments.**

**The Clerk advised that all invoices, bank statements etc., were available for any member of the council or any member of the public to inspect if they wish.**

**b. To resolve to approve the Precept for 2017-2018.**

The Clerk provided a copy of the Draft Precept for all members to consider item by item and asked that councillors raised any queries in relation to the Draft Budget which had been compiled at a meeting of the Finance Committee. She added that the Draft could be amended if the council so wished.

**Action: The council resolved to approve a Precept of £110,000 following detailed consideration of the Draft Budget. The budget would include £18,500 for the complete servicing of the parish street lights, £3,000 for the survey for the proposed School Crossing and £10,000 for works to the new land adjacent to the Memorial Field.**

**c. To resolve to approve a donation to Tappings House.**

**Action: The council approved a donation of £100.00 to Tapping’s House.**

**d. To resolve to approve a donation to the Citizen’s Advice Bureau**

**Action: The Council resolved to approve a donation of £200.00 to the King’s Lynn Branch of the Citizens Advice Bureau.**

**e. To resolve to approve a donation to the East Anglian Air Ambulance.**

**Action the council resolved to approve a donation of £200.00 to the East Anglian Air Ambulance.**

**10. TO RESOLVE TO RECEIVE REPORTS FROM OUTSIDE BODIES.**

No matters were reported in relation to this item.

 **11. TO RECEIVE REPORTS FROM CHAIRMAN OF COMMITTEES.**

 **PLANNING - The planning committee agreed the following observations following a meeting of the**

 **Planning Committee held on 18 January 2017**

|  |  |  |
| --- | --- | --- |
| APPLICATION NUMBER 16/02176/RM | **RESERVED MATTERS: Proposed residential development (Plot 1) at Land North of 29 Wanton Lane Terrington St Clement Norfolk**  | **Action: The committee resolved to request that the Internal Drainage Board comments relating to the 9 metre access be supported. In addition, the committee also resolved to support the Highways requirements to widen the road sufficiently to accommodate the access or withdraw the application.** |
| APPLICATION NUMBER: 16/02230/OM | **OUTLINE APPLICATION SOME MATTERS RESERVED: Demolition of existing structures and for the erection of up to 47 dwellings (Use Class C3) with means of site access from Benns Lane at Land W of 23 To 37 And N And W of 52 Benns Lane Terrington St Clement Norfolk**  | **Action: The committee resolved to object to the application due to over development of the site. The existing sewerage pump was not sufficient to cope with an increase in waste and effluent already leaks from the sewerage system.** |

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**12.** **TO RECEIVE CORRESPONDENCE.**

General Correspondence.

|  |  |  |
| --- | --- | --- |
| **RECEIVED FROM** | **DETAILS** | **ACTION** |
| **Allotment Tenant** | Damage to allotment | **Action: The council resolved to discuss the matter in closed session under Item 15 of the agenda due to possible legal implications** |
| **Allotment Tenant** | Damage to allotment and compensation claim | **Action: The council resolved to discuss the matter in closed session under Item 15 of the agenda due to possible legal implications** |
| **Resident** | Request for consideration for Co-option to the Council | **Action: The council resolved to place the matter on the agenda for the next meeting and to advertise the vacancy on the Noticeboards, Free paper and the Norfolkalc website.** |

**14. MEMBERS COMMENTS.**

Cllr G Girdlestone advised that the Bowls Club had investigated the Pubic Liability cover for the Bowls Club matches and events and the quotes they had received were for 5million pounds cover and also 1 million pounds cover but both insurances would only cover visiting teams.

The Clerk advised that she too had investigated insurance for the club and the difficulty was that the council at present insured the buildings but the club was a private members club but the DVO report would assist with resolving the matters relating to both the Bowls Club and Tennis Club.

Cllr D Shepperson advised that as Tree Warden he had inspected the overhanging tree in the park and due to the tree being in the Memorial Field the canopy could be reduced but it could not have boughs removed. In addition there was a large pot hole in Beacon Hill Road adjacent to Simmington Farm in need of repair.

Cllr J Cross asked if the council would approve 2 additional cuts for the grass areas at the Saltings to ensure the area is kept in good order.

Cllr G Moore stated that 47 properties on the site in Benn’s Lane seemed to be excessive.

Cllr B Hill reported a pot hole in New Roman Bank.

**14. TO RESOLVE TO GO INTO CLOSED SESSION**

**Action: The council resolved that to go into closed session to discuss Items relating to the allotments under Item 15 of the agenda.**

**This part of the meeting closed at 9.04 p.m.**