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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 16 December 2015 commencing at 7.30 p.m.**

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

**Cllrs D. Shepperson, S Phelps, H Bobbins, S Young, J Cross, G Moore, N Shepperson, G Girdlestone, D Hillier,**

**No members of the Public or Press were present and therefore the Open Forum was not required.**

**AGENDA**

1. To receive apologies and reasons given.
2. To receive written reports from Borough and County Councillors
3. Declarations of Interest for the agenda items and written requests for Dispensations for DPI’s and

grants of requests as appropriate

1. To resolve to approve the minutes of the meeting held on 18 November 2015
2. To receive the Clerks Report on Matters Outstanding
3. To receive the Chairman’s Report
4. To receive reports from meetings or training events attended by members.
5. Financial Matters
6. To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial

Report recommended by the Finance Committee

1. To resolve to purchase signs for the Churchgate Way car park to advise of no overnight parking of HGVs.
2. To consider the quote received for the relocation of the CCTV equipment
3. To resolve to approve the replacement of a street light in Chapel Road
4. To receive reports from the Chairman of Committees.
5. To receive reports from Outside Bodies Representatives.
6. To resolve to consider a request from the Bowls Club to erect a facility for outside shelter.
7. Correspondence.
8. **AGE UK** – Request for a donation
9. **Village Sports Co-ordinator** – Request for use of the parish facilities to hold sports events

**Please see Distribution List for items of correspondence that do not require a resolution.**

1. E-Mail – Fire Service Consultation – **Email forwarded to members for consideration prior to the meeting.**
2. Members Comments

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.

1. **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.**

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

Apologies were received and accepted from Cllrs A Hodgson, B Hills, M Howling, D Hurn, and T Hunt.

1. **TO RECEIVE REPORTS FROM COUNTY AND BOROUGH COUNCILLORS**

B Cllr Kunes apologised for not providing a written report but advised that it had been a quiet period and

he had attended 2 Conservative Board meetings.

B Cllr Young advised that due to the recent court ruling regarding housing provision which negated the loca

Plan there had been an increase in applications being submitted. A meeting had been held by the

Chief Executive, the Leader of the Council and the Cabinet Member for housing to discuss the situation.

B Cllr Young advised that there was an oversight at present with regard to giving thought to the older

population. There were local organisations such as LILY and Age UK but more needed to be done to look

after the elderly and vulnerable members of the population.

1. **TO RECEIVE** **DECLARATIONS OF INTEREST.**

Cllr Girdlestone declared an interest in Item 11 due to being the Chairman of the Bowls Club.

1. **TO RESOLVE TO APPROVE THE MINUTES OF THE 18 NOVEMBER 2015.**

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

**5. TO RECEIVE THE CLERKS REPORT**

The Clerk reported that;

* She and several other councillors had attended training at Terrington St John and she had circulated a report of the meeting to all Cllrs.
* She and Cllr Girdlestone had attended a meeting at BCKLWN with Mr K Wilkinson of Planning and the BCKLWN solicitor Tim Leader to discuss the appeal and Public Enquiry for the Ongar Hill Wind Farm. She advised that the Borough Council intended to make representations against the appeal and they had asked if Terrington PC and Clenchwarton PC would be prepared to support them in the objections. She advised that Mr Leader had suggested that the council and Clenchwarton PC put together information to appeal and employ a junior barrister which would cost approximately £5,000.00. She added that she and the Clenchwarton Clerk would be prepared to prepare the required information if the council wished to proceed with the Borough Council suggestion. All costs would be shared between the two parish councils.
* She had at present not been able to proceed with the Norfolk C.C. matters and was to arrange a meeting with Mr Wallace to progress the matters ASAP.
* She would recommend that in future the plans be dealt with at a planning committee in preference to the envelope system. This would give the public an opportunity to attend and the committee would then be able to discuss each application and reach a decision rather than she receive different observations and then spend time trying to achieve a status quo of observations to submit. Also minutes would then be available of the meetings.

**Action: The council resolved that the Clerk liaise with the Clenchwarton Clerk to prepare information should it be required for the Public Enquiry for the Wind Farm Appeal. In addition in future planning meetings be held twice monthly to incorporate the 21 day consultation period at a time and date agreeable with the Planning Committee.**

**Cllr N Shepperson declared an interest and left the room at 8.10 p.m. during the discussion relating to the Wind Farm appeal due to having a possible pecuniary interest. Cllr N Shepperson**

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**6. TO RECEIVE THE CHAIRMANS REPORT**

Cllr Phelps advised that he had nothing to report due to being elected as the Chair of the meeting following the resignation of the Chairman, Cllr Mrs Thompson before the commencement of the meeting.

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

The Clerk advised that she had circulated a copy of the reports for the Councillor and Clerk training at Terrington St John and the Autumn Conference of the NorfolkALC to all Councillors.

**8. FINANCE MATTERS.**

* 1. **INVOICES FOR PAYMENT**

Councillor D Shepperson Chairman of the Finance Committee advised the council that he had checked the invoices, bank statements and cheques prior to the meeting with the Clerk.

Cllr D Shepperson stated that Cllr Moore had also checked them during the Finance Meeting.

The Clerk advised that she had completed the VAT return and a sum of £27,185.00 was due to the council.

* 1. **TO RESOLVE TO PURCHASE SIGNS FOR THE CHURCHGATE WAY CAR PARK TO ADVISE OF NO**

**OVERNIGHT PARKING OF HGVS.**

**Action: The Council resolved to purchase signs for the Churchgate Way and Benn’s Lane Car parks to depict “No overnight parking by HGVs”**

* 1. **TO CONSIDER THE QUOTE RECEIVED FOR THE RELOCATION OF THE CCTV EQUIPMENT**

**Action: The council resolved to approve the relocation of the CCTV to the parish council office for £620.00+Vat.**

* 1. **TO RESOLVE TO APPROVE THE REPLACEMENT OF A STREET LIGHT IN WESLEY ROAD**

**Action: The council resolved to replace the damaged streetlight in Wesley Road with a new column**

Cllr Girdlestone advised that he had details of a ride-on mower that was for sale for £1000.00 which may be of benefit to the council. He advised that the vendor would be prepared to sell it to the council and receive payment in April 2016.

Cllr D Shepperson advised that the Finance Committee had considered the purchase and the merits of buying it should be considered.

**Action: The council resolved to agenda the matter for the next meeting.**

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

**AB Cave Committee**- Cllr Cross reported that a meeting of the AB Cave Committee had been held and he had been elected as the Chairman. The committee had resolved to award a sum of £6.00 to 37 residents in the village and to look at a means to invest the reserves to boost them a little.

The Clerk advised that Cllr Hills had produced information to confirm that the AB Cave fund is a charity and not a council committee. It was an independent committee but the council held the funds in a separate account and administered it but it was not subject to council procedures.

Cllr Cross advised that the account was held by the council because when it was set up it was easier to do this for ease of administration.

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**10. TO RESOLVE TO CONSIDER A REQUEST FROM THE BOWLS CLUB TO ERECT A SHELTER.**

**Action: The council resolved to approve the shelter subject to the design and drawings including the specifications being provided for council approval prior to any works. The bowls club to finance the project.**

**11. REPORTS FROM OUTSIDE BODIES REPRESENTATIVES**

No matters were reported.

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

a . a**GE UK – Request for donation.**

**Action: council resolved not to award a donation as they preferred to make donations to local charities**

**in preference to national charities.**

b. **Village Sports Co-ordinator** – Request for use of the parish facilities to hold sports events

The Clerk advised that it was hoped to set up the table tennis club again and she had received an e-mail to ask if the table tennis facilities and if required community room could be used for the session on a 3 month trial basis.

**Action: The council resolved to allow use of the facilities for a 3 month trial to ascertain if a table tennis club would be viable.**

**c. E-Mail – Fire Service Consultation** – Email forwarded to members for consideration prior to the meeting.

**Action: The council resolved that Cllrs Hodgson and D Shepperson prepare a response to submit to the**

**consultation and forward it to the council for consideration and approval.**

**d. Distribution List for items of correspondence that do not require a resolution.**

|  |  |  |
| --- | --- | --- |
| **RECEIVED FROM** | **DETAILS** | **ACTION** |
| Resident | Notice of proposed building works | **No action required.** |
| Assist Trust | Annual Review | **No action required** |
| Terrington St Clement Methodist Church | Thank you for donation | **No action required** |
| Thank you for donation  St Clement P.C.C. | Thank you for donation | **No action required** |

**13. MEMBERS COMMENTS.**

Cllr D Shepperson proposed that the road for the new development adjacent to the King William Public House be called Webb Way in recognition of the Webb family who lived on the site and ran a local shop. They had also be very community minded. He added that the History Group had documents relating to the site and the Webb family shop.

The council agreed to make an observation to BCKLWN and on the Clerks suggestion ask if Community Benefit could be obtained for the proposed crossing which would be adjacent to the proposed development when making the consultee submissions.

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

**Action: The council resolved there to go into closed session to discuss a confidential e-mail.**

**This part of the meeting closed at 9.12 p.m.**

**The meeting continued in the absence of the press and public at 9.13 p.m. (not for publication). By virtue of Section 100(A) Para 4 of the Local Government Act 1972. The item being of a confidential nature.**