

Minutes of Ordinary Meeting of Wiggenhall St Mary Magdalen Parish Council

Thursday 8th September 2016 at 7.30pm

Present

Cllrs: P Koczerzat, P Heyes, P Smith, E Fisher (Chair), J Morton, R Chitty, R Bone
Clerk: T Wadsley
Members of the public: None present

106.16 Apologies for absence

Apologies received from Cllr Anderson and Cllr Banks.

107.16 Minutes of previous meetings

- a. Minutes of the Meeting of the Council held on 14 July 2016 were accepted as a true record
- b. Correction to minutes of 12th May 46.16a to read as follows:
"Council resolved to accept these accounts and completed the annual governance statement"

108.16 Declarations of Interest on agenda items

No declarations were made.

109.16 Adjournment for public speaking

No members of public were present.

110.16 Matters arising

None.

111.16 Correspondence

Two letters had been received from Unity Trust Bank confirming the addition of an additional signatory to the cheque account and an additional person to authorise electronic transfers.

An email had been received from a resident in Watlington raising concerns over the route of the Trod.

An email had been received from Norfolk County Council Highways regarding a revised workplan for the Trod and advising of expected increased costs to complete the work.

A letter had been received from NALC confirming that a grant application for IT equipment had been successful.

A letter of resignation had been received from Councillor Blanks.

112.16 Highways

A list of works has been supplied to Norfolk County Council following their request.

Work is due to commence 19th September. Cllr Fisher to send copies of the list of works to councillors.

Additional problems to report to the workmen when work commences are:

Obstructions on verge at Horseshoe Barns causing a hazard.

Pot holes in road by drive to 98 Stow Rd.

Pot holes in the centre of the road on Stow Rd between Church Rd and Mill Rd.

Substantial undulations in road between Magdalen and Stow Bridge where road has subsided.

- 113.16 SpeedWatch**
Volunteers conducted speed checks on the morning of 22nd June. Another session is being planned.
- 114.16 River Dredging**
Nothing to report.
- 115.16 Footpaths and the Trod**
Work has started on the Trod but this is not yet complete and appears to have come to a stop. Clerk to contact Watlington Parish Council to suggest a joint site meeting with Andrew Wallace from NCC Highways and Cllr Brian Long to discuss concerns raised.
Councillors agreed to report back at next meeting on the condition of village footpaths.
- 116.16 Cemetery**
Following a request to add a second casket of ashes into an existing cremation plot and replace the existing tablet with a headstone, councillors resolved to allocate an area of the cemetery for joint cremation burial plots. These plots will be wide enough to accommodate a headstone and located as one row along the length of the south hedge. Clerk to inform the family who made the request.
- 117.16 Planning applications received**
No applications received.
- 118.16 Defibrillator**
19 residents attended the awareness training. It was noted that the defibrillator is an old model and consideration needs to be given to a replacement timetable and that this also needs adding to the Asset Register as it appears in the accounts as an asset.
- 119.16 Litter picking**
A successful litter pick took place on 18th August in Burnt Lane/Mill Lane/Fen Road.
- 120.16 Allotments**
An enquiry had been received for one of the allotments which will become vacant at the end of November and is currently part of a grazing paddock. Clerk to investigate costs for a bore hole to create a water supply.
- 121.16 Review and update of the Asset Register**
Resolved that Cllrs Chitty, Bone and Morton to undertake review and report back at the next meeting.
- 122.16 Review and update of the Emergency Plan**
Cllr Fisher to review this and report back at the next meeting.
- 123.16 Local events**
The 'Cock Up!' event went well with two councillors participating in the race and the Chairman undertaking photography duties. Not yet known how much money was raised.
The Charter Fair also went well with £1000 raised.

124.16 Neighbourhood Plan

Councillors carefully considered developing a Neighbourhood Plan for Magdalen, having undertaken research and attended a presentation by representatives of South Wootton Parish Council who shared their experiences with their own application.

It was concluded from these investigations that the low risks of significant development did not warrant the considerable cost, time and effort required. It was resolved not to pursue a Neighbourhood Plan for Magdalen at this time but to review this in 2018 or sooner if circumstances change.

125.16 Financial matters

- a. Accounts to 31st July and 31st August 2016 were accepted
- b. Cheques to be signed and online payments were approved
- c. Cllr Heyes reported on the annual budget 2016/17 to date
- d. Cllr Heyes reported on considerations for the Annual budget 2017/18
- e. Spend on village amenities and road safety measures were considered but deferred for further consideration at the next meeting. Cllr Fisher to circulate list of suggestions collated

126.16 Councillors concerns and agenda items for next meeting – *information only*

Recruitment of a new councillor
Cemetery including fees for new cremation plots
Allotments including fees, water supply and tenancy agreements
Emergency Plan review feedback
Asset Register review feedback
Spend on village amenities and road safety measures
Trod and feedback from councillors on footpath conditions

127.16 Adjournment for Public Speaking

No members of the public were present.

128.16 Any other business

Vacancy following Councillor Banks resignation: It was resolved that the Chairman should draft and advert for inclusion in the Eagre News and required notices to be issued and displayed.

129.16 Date of next meeting – 13th October 2016.

130.16 Personnel matters Resolved to exclude public and press in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted concerning staffing.

Following the resignation of the Clerk, the vacancy had been advertised with a closing date of 15th September and start date of 1st October. It was resolved to set up an interview panel to determine the format and conduct the interviews as soon as it is known how many applicants there are.

Meeting closed at 10.05pm

Signed:

Chairman

Date: