**Wiggenhall St Mary Magdalen** **Parish Council**

**Minutes of the Ordinary Meeting of the above named Parish Council held on 8 March 2018**

**Present - Cllrs:** J Anderson, R Chitty, E Fisher (Chairman), P Heyes, P Koczerzat, J Morton

Clerk – S Goodwin No members of the public were present

1. **Apologies for absence**

Cllr Bone, Cllr Long (BC)

1. **Minutes of Meetings**

 8 February and 21 February. Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meetings

1. **Declarations of Interest and Requests for Dispensations**

As members of Magdalen Village Hall Committee,Cllrs Chitty and Fisher declared a non-pecuniary interest in item 206/17 and Cllr Anderson declared a non-pecuniary interest in item 209.17b as a member of the Eagre News Team. They did not vote in the relevant items

1. **Public Speaking**

 None

1. **Co-option**

 Vacancies are still advertised on PC noticeboard and PC website

1. **Matters arising (for information only)**

None

1. **Correspondence (for information only)**

 None.

1. **Highways**

a Update on TROD is that Network Rail have responded and Highways are now finalizing paperwork. Recently dug drainage grups have caused damage to road verge and could cause problems when TROD is completed. Situation to be closely monitored

1. **Reports**

a Flooding/emergency community plan Questionnaire to be sent with next issue of Eagre News but before then GDPR Privacy statements to be prepared hopefully with assistance of Kevin Kent. Cllr Fisher to investigate

b Speedchecks carried out regularly. Majority of vehicles are travelling below 30mph but several have been reported and Police have sent out follow up letters

c SNAP meeting not held this month

d Cleanup needs to be done from Burnt Lane corner to Toll Bar Corner when weather improves. Burnt Lane dyke is flooded so clearance cannot be done there at the moment

e Allotment inspection shows that both roadways are now very rutted and access to plots 15 onwards was flooded during recent bad weather. Highways have been filling in some holes in the green lane adjacent to plots 1 and 60

1. **Cemetery and Pound area**

 Stonemason to be asked again for suitable dates for site visit with councillors to discuss memorial lintel installation

1. **General Data Protection Regulations**

a Report given of training attended by clerk and chairman at Swaffham. It was felt that it was more directed to businesses than PCs but some useful information was obtained

b Purchase of documentation pack from LCPAS agreed to be left for the moment and some information and templates should soon be available from SLCC

c No working party to be set up until less conflicting advice is received

1. **Magdalen Village School Academy Conversion**

Licence to Assign lease was signed by L Wilkinson and R Jarvis, (members of Village Hall Committee), witnessed by clerk and Cllrs Anderson and Heyes had signed on behalf of PC. Form returned 1st class postage to N Hancox solicitor on 26 February and received by him 6 March due to postal delays caused by snow. NCC to be asked to pay £50 towards PC costs for work done concerning the lease.

1. **Annual Reviews**

a Risk assessments – General and Cemetery, reviewed and accepted

b Freedom of Information Publication Scheme reviewed and accepted

1. **Planning**

a None

1. **Finance**

a Resolved to accept monthly accounts to 28 February

b Resolved that donation of £50 be given to Eagre News

c Resolved clerk to be paid for hours worked on GDPR to date.

d Resolved to agree cheques to be signed and online payments made

1. **Councillors Concerns and Future Agenda Items**

None

1. **Public Speaking**

 None

1. **Date of Next Meeting**

12 April 2018

Meeting closed at 8.52pm

Chairman …………………………………………………. Date …………………………………..