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

**Minutes of the Ordinary Meeting of the above named Parish Council held on 10 January 2019**

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

Clerk – S Goodwin Andy Smith (Police) and 2 members of the public present

1. **Apologies for absence**

None

1. **Minutes of Meetings**

 13 December 2018. Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meeting

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

None

1. **Public Speaking**

 Andy Smith introduced himself and explained that he is now the local point of contact for police matters. He gave a brief outline of the few crimes reported in the village over the past year.

1. **Co-option**

 No applications received.

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

 None

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

a Came & Co. confirmed that gates and posts now added to insured assets with no pro rata premium to pay

1. **Highways**

a Report to be sent concerning repairs done in Mill Road and the poor workmanship. Reports to be sent concerning broken road edges in Fitton Road and Stow Road. Rangers visit planned 21 January but no specific works requested by PC on this occasion

b Network Rail and Norfolk County Council working closely to complete necessary paperwork to enable work to commence. Latest communication between them was 8 January.

1. **Reports**

a Speedchecks to recommence this month

b Cleanup team carried out a cleanup over a short distance resulting in 3 large bags of rubbish, mainly energy drink and beer containers

c No SNAP meeting held

1. **Village Sign**

Clerk had requested Norfolk ALC to include an item in their newsletter asking Parish Councils who have recently purchased village signs to contact clerk with suppliers details. Several have been received and clerk will find out more details

1. **Annual Parish Meeting 2019**

Agreed that APM be held before 14 March meeting commencing at 7pm. A4 leaflet drop to be done by councillors and clerk and part of the meeting will be to answer questions about becoming a parish councillor and what it entails.

1. **2 May 2019 Elections**

a Article to be included in Spring Edition of Eagre News encouraging parishioners to consider standing for election as Parish Councillors. Article also to advertise that anyone with questions should attend the APM where a brief outline of a councillors duties will be given and any questions can be answered. Posters to be put up extensively around the village. Church, pub and Village Hall to be asked to publicise forthcoming elections and how to be nominated for Parish Council election

b Clerk and Cllr. Koczerzat to attend training concerning timetable for forthcoming elections

1. **Local Council Public Advisory Service (LCPAS)**

As it is now nearly a year since documentation had been produced for GDPR, clerk was unsure as to what if any steps should be taken now. She felt that to have some backup from a professional organisation such as LCPAS, who would act as Data Protection Officer (DPO) as well as being able to advise and answer queries would be worth £150 per annum. The clerk confirmed that Parish Councils were exempt from having to appoint a DPO and accepted that appointment of LCPAS was a sort of insurance policy. It was discussed and agreed that should any problems arise, Norfolk ALC were there to advise and that membership of LCPAS would not proceed at the present time

1. **Planning**

 No new planning applications received

1. **Finance**

a Resolved to accept monthly accounts to 31 December

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

c Clerk had written to five brokers and companies concerning change of supplier from E-on. Two had responded but no alternative quotes had yet been received. Matter to continue to be investigated

d Resolved to accept revised Spinal Column Points from NALC. Clerk’s SCP is now 19.

e Resolved to accept budget as presented at December meeting. Increased costs and reduction in District Council grants with the possibility of Precept increases being capped in the future persuaded the PC that the Precept should more closely reflect PC expenditure and it was resolved

 to set the Precept at £15000 for 2019/2020.

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

None

1. **Public Speaking**

 Name of possible alternative electricity supplier given to clerk

1. **Date of Next Meeting**

14 February 2019

Meeting closed at 8.35pm

Signature …………………………………………….. Date …………………………………..