



Elsing Parish Council

Meeting Minutes

November 2019

Date of meeting: Monday 18 November 2019

Councillors Present:

Pip Wallwork (Chair)
Henry Atkinson
Steve Crebbin
Bill Horncastle
Oliver Laws
Stuart Chaplin
Suzy Horth (Clerk and RFO)

There were 4 members of the public in attendance

Item 1 To receive apologies for absence

No apologies were received

Item 2 Approve minutes from meeting held on 16 September 2019

The minutes of this meeting were approved save for the addition of the word "Council" within item 5, last paragraph so it reads.....following approval at a Parish Council Meeting.

Item 3 To receive declaration of interest in items on the agenda and requests for dispensation.

No declarations were raised.

Item 4 Open Forum for Public Participation

Four members of public attended the meeting and had nothing they wished to raise that wasn't on the agenda.

Item 5 Approval of annual review of Financial Instructions and Standing Orders

The meeting confirmed that they were happy with the Financial Instructions and Standing Orders as drafted, and a review will take place again next year or as and when required.

Item 6 Review and approval of budget reporting sheet including draft budget for next year and discussion around continuation of 2 bank accounts.

The meeting took the items in order as below:

Review and approval of budget reporting sheet – the meeting confirmed that they were happy with the format of the new budget sheet

Item 7 Correspondence

Letter from Emma Cushing – speed limit in Fustyweed - The meeting discussed the request and following discussion it was agreed that the Clerk would formally write to Norfolk County Council to check the criteria and whether this can be considered to be reduced. The clerk will also update Emma Cushing on the proposals.

Letter from Alan Wanbon – church street flower pot – the meeting discussed this request and suggest that the clerk write to Mr Wanbon suggesting that this is looked at informally, and as long it wasn't obstructing the highway, this shouldn't cause any issue. The meeting voted and agreed 4 to 2 that the council would consider purchasing the children playing signs for erecting within village hall boundaries.

- Item 8 Co-option of 7th councilor – The Chair updated the meeting and confirmed that details had been added to the last newsletter with no interest being shown. The meeting discussed how this is progressed and councilors will consider if they can think of anyone, if not this will be refreshed again in 6 months.
- Item 9 Elsing Heritage Society Grant – Councillor Laws updated the meeting and confirmed that he was awaiting further detail. Item to be carried forward to next meeting.
- Item 10 Missing Peaseland Green Postbox – Councillor Laws updated the meeting, as a response had been received from the post office, stating that they would not be placing a postbox here. Councillor Laws will formally write to confirm that this is a replacement not new box.
- Item 11 Update on Well Project – Councillor Horncastle updated the meeting and confirmed that they had identified a suitable site for the new well, and whose allotment this would impact on. Further research around digger specifications is being undertaken, ahead of the grant application being submitted, and water table paperwork, etc. Future updates to be provided at future meetings.
- Item 12 Planning applications – the meeting discussion the planning applications 3PL/2019/1067 and 3PL/2019/1068 relating to The Guild House, Rectory Road, Elsing. Following discussion the meeting confirmed they had no objections and supported this application.
- Item 13 Footpath/allotment update – Councillor Laws updated the meeting and confirmed that Councillor Horncastle had trimmed around the base of all the trees. The orchard will be mowed in the coming weeks. The annual apple-pressing event is being held on 29 September. All the allotments are now let and they had a very successful annual produce show despite the poor weather.

Pig Pen update – this was the item that Councillor Laws had declared and interest, so refrained from commenting whilst Councillors discussed this item. The fencing has been started. The issue was around the drafting of a contract, as Councillor Laws has a contract which has been in place for 12 years, which details strict specifications around fencing. An addendum has been agreed which is has been agreed – so Councillor Horncastle suggested that updated

Item 14 Highways Update

- Surface dressing following on from Peaseland Green Road
- 7.5t restriction zone update
- Mud on roads
- Overhanging hedges

Item 15 Village sign – progress/situation

Item 16 Financial update from Clerk

- *expenditure:*

Uncontested Election costs – Breckland District Council £75.00 (invoice attached)

Training costs - £38.40 (invoice attached)

Pete Clough – transfer of funds £150.00 (invoice attached)

<i>Clerk expenses claim:</i>	<i>Clerk expenses</i>	£220.72
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	<i>Electricity (Oct/Nov)</i>	£20.00
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	TOTAL CLAIM	£240.72
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To confirm date and Time of Next Meeting: 20 January 2020 – 19:45

Signed by the Clerk: S J Horth

Date: 10.11.19