

Swainsthorpe Parish Council
Minutes of the meeting of the Parish Council
held at St Peter's Church on Wednesday 11 January 2017 at 7.30pm.

In Attendance: Cllr G Frost, Cllr P Frost, Cllr P Webster, Cllr Y Folkard, Cllr B Lincoln, Cllr R Nielsen, Cllr P Bocz

Parish Clerk Anne Rayner
County Councillor C Foulger
2 members of the public

1. **To consider apologies for absence** – District Councillor Phil Hardy sent his apologies.
2. **To confirm the minutes of the meetings held on 9 November 2016** – The minutes were approved without alteration and signed as correct by the Chairman.
3. **Declarations of interest for items on the agenda** – None to declare.
4. **Public Open Forum including reports from District and County Councillors and PCSO** – PCSO Sore reported on one crime during the period since the last meeting. During the night of 22 – 23 December 2016 wheelie bins, which had been removed from an address in Newton Flotman, were used to transport a significant amount of oil, which was then tipped onto a driveway at an address on Church Road. County Councillor Foulger reported on the gritting programme. Gritters leave the depot at 6pm to treat in excess of 2000 miles of roads with a salt, which is designed to reduce the temperature at which ice forms. 1/3rd of the county's roads are included on the gritting programme. A map of the roads included in the gritting programme can be found here
<https://norfolkcc.maps.arcgis.com/apps/Viewer/index.html?appid=d16d38b40a7e44b4a835d8ce168410f9>
5. **Planning.**
 - a) **To review Planning Meeting decisions since the last full Parish Council meeting:**
 - b) **To report on planning applications circulated via e-mail:**
 - **2016 / 2749 – 48 Church Road – Increase height of roof to allow new dormers – No objections.**
 - c) **To hear a report on plans approved/refused by South Norfolk Council –**
 - **2016 / 2701 – 6 Church Close – Extension - Withdrawn**
 - d) **To consider planning applications - None**
6. **To consider correspondence, including:**
 - a) **Donation request from Norfolk Age UK** – A request has been received from Norfolk Age UK. The Parish Council donated £25 last year. It was agreed to send £25 again this year. Whilst discussing charitable donations, Councillor Webster asked about the possibility of the village having its own defibrillator. Two possible locations were put forward as the entrance to the Church and the building next to the railway line. The clerk will investigate these options further. **Action AR.**
7. **To receive quotes for a new noticeboard** – The clerk provided a selection of quotes for a range of different noticeboards. After discussion, it was agreed that the clerk should contact a local tradesman, specialising in noticeboards, to see if he also carries out repairs. **Action AR.**

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8. **To consider a contract for the village planters** – Cllr Lincoln will provide a quote for the planters.
9. **To hear of progress relating to the play area and receive the play area inspection report** – The play area inspection report was circulated prior to the meeting. There is only one item of serious concern on the report and this has been temporarily removed by the SCCT. Councillors agreed that the parish council would take over the responsibility for the play area, once this item has been repaired or replaced and the parish council is also in receipt of a signed agreement detailing the items excluded from their responsibility e.g. the basketball hoop. The clerk will contact SCCT. **Action AR.**
10. **To consider adopting the phone box and possible uses for it** – the clerk has received two responses relating to the telephone box, both suggesting that the box could be used as a book swap station. Councillors felt any project relating to the phone box in its current location would be unlikely to succeed. The clerk will try to obtain a quote for moving the box to an alternative location. **Action AR.**
11. **To agree to carry out street light repairs** – Councillor Frost confirmed that the works quoted for by T T Jones do need addressing. It appears that the streetlight on the triangle of common land is not working again. The clerk will contact the contractors. **Action AR.**
12. **To agree to the disposal of the previous clerk's laptop** – The clerk reported that she still has the previous clerk's old laptop for disposal. It was agreed that Councillor Frost would remove and destroy the hard drive in order that the laptop can be safely disposed of.
13. **Finance.**
- a) **To receive and approve the financial report** – This was circulated prior to the meeting.
- b) **To agree the 2017/18 budget and precept** – The budget was discussed again at some length. Although it was recognised that the parish council currently has healthy reserves, there is some concern that the annual income does not currently cover the standard annual outgoings. If the proposed increase cap of 2% were to be imposed, this would leave the parish council in a very difficult situation. With the intention that the play equipment and street lights are also maintained in the future, these costs will eat into the reserves. Councillors therefore resolved to increase the precept this year by 7.5%, meaning an increase to a Band D property from £39.55 for the current financial year, to £41.31 for 2017/18. It was also agreed to ringfence £5000 for repairs / replacement of play equipment and £5000 for maintenance of all other assets. The clerk will write these amounts into the budget and will also try to find out the cost of a replacement street light. **Action AR.**
- c) **To consider the payment of the following:**

Chq no	Amount	Payee	Notes
100630	£323.22	A Rayner	Dec & Jan salary
100631	£ 75.00	Play Inspection Co.	Annual Inspection Report
100632	£ 22.74	T T Jones Electrical	Payt 3 Street light contract
100633	£ 25.00	Norfolk Age UK	Donation

14. **To receive items for the next agenda.**

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15. To confirm the date for next meeting as 8 March 2017.

The Chair confirmed that she will forward details of the future meeting dates for the year, in order that the Church is booked.

There being no further business, the meeting closed at 8.50pm.