

**The Parish Council Meeting of Flitcham cum Appleton Parish Council**  
**Tuesday 3<sup>rd</sup> January 2017 at 7.45 p.m.**  
**at the Community Centre, Flitcham**

Present: Mr Richard Gray – Chairman                      Mr Geoff Kilham  
Mr Roger Young    Ms Joey Smithson  
Monica Mortensson  
Cllr Tim Tilbrook (part time)  
Gill Welham – Clerk  
Jane Gardener - Executive Headteacher, Flitcham Academy  
Mr Harry Varney and Dawn Nash (members of the public)

**03.01.01 Welcome from chairman**

The Chairman welcomed all present and wished them a happy New Year thanking them for attending. A special welcome was also made to Dawn Nash, Harry Varney and Jane Gardener.

**03.01.02 To receive and consider apologies for absence**

No apologies had been received.

**03.01.03 To receive declarations of interest**

There were no declarations of interest.

**03.01.04 To approve and sign minutes of the Parish Council Meeting held on 3<sup>rd</sup> November 2016.**

The minutes were approved as a correct record and signed by the Chairman.

**03.01.05 Matters arising from the minutes**

01.11.08 The clerk had written to Highways regarding the HGV traffic through the village. GKilham was not happy with the response from Highways. Following discussion it was agreed the Clerk would take the matter up once more and copy John Dobson into the correspondence in the hope he may be able to assert some influence. **Action: Clerk**

01.11.10 the clerk had received confirmation from BCKL&WN that the red phone box in the village was not going to be removed as it was a 'listed building'. The clerk had also returned the planning documentation voting that phone boxes should remain.

01.11.11 The property location plan had been forwarded to all three Emergency Services and had received email confirmation back that the document had been received, it had also been published on the website. Thanks were given to RYoung for an excellent job in preparing the plan.

01.11.13 The clerk had written to the head teacher at Flitcham Academy inviting her to attend the parish council meetings and as a result was in attendance at this meeting.

01.11.14 The clerk had written to Sandringham Estate regarding the Cenotaph Wall in November following the last meeting. When a response had not been received, a further letter was sent before Christmas advising the next meeting was due on 3<sup>rd</sup> January and a response would be appreciated, but to date nothing had been received back. The clerk was asked to chase up a response. **Action: Clerk**

01.11.16 The clerk had forward the parish nomination for the Rural Oscars and was delighted to advise that the parish nomination of R&J Cross Ltd had made it through to become regional finalist from over 7,500 nominations. The result would be known in February 2017.

**03.01.06 Public question time**

Dawn Nash had attended the meeting in order to put herself forward as a parish councillor. Her nomination was proposed by RYoung and seconded by GKilham and the vote was accepted unanimously. The clerk had forwarded the necessary documentation prior to the meeting in order that DNash understood the requirements of becoming a parish councillor. The Declaration of Interests and Acceptance of Office were duly signed and would be forwarded to the BCKL&WN by the clerk. **Action: Clerk**

Mr H Varney attended the meeting to make a plea for St Mary's Church and to highlight the ongoing costs of the church. He asked the Parish Council to consider an increase in the precept in order to donate more significant funds to the church than the current £100 per year. There was a discussion about the burden of

costs that the parish were facing in 2017. It was felt the parish could not increase the precept to help the church when the budget for 2017/18 showed that the parish council would be in debt just continuing as we were and any increase in precept would be needed to ensure finances would be available to repair the bus shelter and the ongoing maintenance of the children's playground.

J Gardener asked how much the school was involved with the Community Centre and went on to say that she would welcome input from parishioners who had skills that could be shared with the children at the school.

### 03.01.07 Reports from the councillors of NCC and BCKL&WN

Clr Tilbrook advised that the issue with regard to devolution had now ceased. However finances across the board were going to get tougher with grants from Government continually decreasing.

With regard to the Parish plan, Clr Tilbrook reminded the meeting that he had forwarded a document on the information that was available and a link to a website and if Fritcham want input with regard to the development of the village, we would need to look at this. The work involved to put a plan together would be considerable. The matter was discussed and felt that this should be looked at in more detail and discussed at a future meeting. As there were some new councillors that would not have seen the original email from Clr Tilbrook, the clerk was asked to forward the relevant information once more. **Action: Clerk**

### 03.01.08 Briefholders Reports

RYoung continues with the parish newsletter although items for inclusion were not forthcoming. The last newsletter included a copy of the housing location plan. Jane Gardener offered to write a short monthly report on the school which was warmly welcomed.

JSmithson continued to write highlights of the parish meetings for the Newsletter.

RGray had no matters to put forward regarding planning.

### 03.01.09 Finance

#### Financial Report

The following cheques were approved for payment:

461 Clerk's Salary and expenses (Gill Welham)	£134.00
462 HMRC (Clerk tax)	£33.40
463 Play Inspection Company	£114.00
464 Cancelled	
465 St Mary's Church	£100.00

Total Expenditure	£381.40
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Balance in current account	£1,243.59
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Balance in business saver account	£362.15
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Total balance remaining	£1,605.74
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The Clerk presented the draft budget for 2017 indicating a deficit of £309.90 for the year if the precept remained constant. It was agreed the budget should include a cost for the repair of the bus shelter and a total of £500 was agreed. This would bring the deficit to £809.90 for the year 2017/18.

In the light of the anticipated overspend, the council agreed that the precept should be raised to £2,950 plus £50 council tax grant, giving a total of £3,000. This was an increase of 17% and the clerk was asked to check with the BCKL&WN that an increase in precept of this amount would be acceptable. **Action: Clerk**

### 03.01.10 Bus Shelter

GKilham had made contact with several organisations regarding the removal of the bus shelter roof and was gathering quotes for the work. This would be b/f for the next meeting in March. **Action: Clerk**

### 03.01.11 Emergency Plan

RGray had established who the 5 keyholders were which would need to be included in the plan. The date of 7<sup>th</sup> February at 7:30 was agreed to finalise the document. It was hoped all councillors would attend. **Action:**

**All**

**03.01.12 Playground Inspection**

The maintenance inspection had taken place in early December and the report circulated. There were a few items of low risk that would need attention in the Spring such as algae removal and slight rust that would need treating etc. The report and certificate had been uploaded to the website. The clerk advised that the inspection cost for next year had been held at £95 if the parish book the repeat inspection now. It was agreed that this was acceptable. **Action: Clerk**

**03.01.13 Gt Massingham Village Plan**

This item had been dealt with in Cllr Tilbrook's report. It was agreed that this matter would be b/f for the next meeting. **Action: Clerk**

**03.01.14 Civic Award Nominations**

The documentation regarding this award had been forwarded prior to the meeting. RGray advised that the most obvious candidate had already won the award and following discussion it was agreed that the parish would not make a nomination on this occasion.

**03.01.15 Correspondence**

A poster and letter had been received from the Samaritans asking the parish to place on the parish notice board. RGray agreed to post this on the general notice board in the village.

**03.01.16 Business extra to the Agenda**

MMortensson asked how often the dog bins were emptied in the village. The parish are charged weekly for emptying the bins and MM felt that there were occasions when the bin near her premises was not emptied. She agreed to monitor this and report back. **Action: MMortensson**

**03.01.17 Date of next meeting: Tuesday 7<sup>th</sup> March 2017 at 7:45pm**

**03.01.18 Action to be taken by the next meeting:**

**Clerk**

- Re-contact Sandringham re Cenotaph Wall
- Write again to Highways regarding HGV traffic through village cc J Dobson
- Advise BCKL&WN re new councillor
- Re-send information regarding village plan from TTilbrook
- Check with BCKL&N re precept increase
- Repeat playground inspection to be confirmed

**M Mortensson**

- Monitor dog bin emptying

**Agenda items next meeting**

- Village Plan
- Bus Shelter

The meeting closed at 9.35pm.