

wide enough for both to pass. Cllr Dark would include this information when communicating with the Highways Engineer.

Cllr Dark also advised that there had been information in the newspapers that the A149 Hunstanton to King's Lynn Road was going to have average speed cameras installed, however following discussions, this was not now going to happen and a further review was to take place looking at incident levels at various junctions on the route.

Cllr Tilbrook said the Houghton Festival went ahead and he had received no complaints at all which was very positive.

The subject of charges at the Counties Recycling Centres was brought up but this is not a Borough decision but a County decision. Cllr Dark therefore advised that there had been a lot of problems 3/4 years ago regarding household refuse. Charges have been brought in as running these centres is costing too much. Some waste in reality is not general household waste but DIY waste and is either charged at the recycling centre or the householder hires a skip.

Cllr Tilbrook advised that the Borough Council were monitoring the situation and he urged everyone to report any fly tipping immediately whenever it was seen.

He also advised that Alive Leisure was a charitable trust put in place for tax advantages to run the Corn Exchange and various sporting facilities in West Norfolk. However as the tax advantages have changed, the Council are looking to reincorporate these facilities back to being Council run. There have however been some concerns regarding this by the Trustees currently running Alive Leisure.

Cllr Tilbrook requested the Clerk forward a copy of the letter received from CPRE. **Action: Clerk**

04.09.08 Councillor Reports

M Mortensson advised that the Agenda still had the Chairman as RGray. This was at the top of the Letter headed paper. **Action: Clerk to change**

M Mortensson was unable to attend the last SNAP meeting.

04.09.09 Income & Expenditure/Financial Matters

Financial Report

Cash Received

Villages donations for defibrillator	£70.00
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	£70.00

Cheques for approval at this meeting

500 Clerk's Salary and expenses (Gill Welham)	£173.98
501 HMRC Clerk's Tax	£2.60
502 Adam Fenn grass cutting (June)	£56.00
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Total Expenditure	£232.58
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Balance in current account	£4,225.00
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Balance in business saver account	£362.30
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Total balance remaining	£4,587.30
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Review Standing Orders

The updated version of the Standing Orders had been circulated prior to the meeting. These now include rules regarding GDPR, following discussion these were signed by the Chairman, G Kilham. However in the coming weeks the Clerk will need to put together Data protection policies and procedures in case of a data breach. The data the council hold is very small, email addresses for distribution of the Newsletter, the Clerks personal information plus the full version of the Electoral Register. **Action: Clerk**

Risk Assessment

This RA had been forwarded to all councillors prior to the meeting for review. One small amendment was requested under Financials which stated bank statements were received by the Clerk and Chairman. This has been amended to Clerk and a Councillor. The Risk Assessment was agreed as suitable.

The Memory Stick was exchanged.

04.09.10 Update on Defibrillator Funding

Again Cllr Dark advised that if the PC were struggling with funding to let him know as it is a community project for external installation and there was a possibility he could help with additional funding.

A further sum of £125 had been received via donations from the public and MM also had some donations but would forward them to the Clerk by post. The school had pledged £200 and the clerk would send an invoice in order to collect the pledge. It was agreed that once those payments had been received, the Clerk would organise a purchase order for the goods and raise a cheque for signing by the councillors before the next meeting in November.

In the meantime the Clerk was asked to write to Sandringham Estate to seek permission for placing the defibrillator on the exterior wall and to ask if they could provide a qualified electrician to carry out the installation of the equipment. **Action: Clerk**

04.09.11 Remembrance Day Wreath Presentation

Cllr Dark asked if the parish council were doing anything special as it will be the 100th anniversary. It was explained that it was a tiny parish and nothing had been planned other than the usual procedure of laying a wreath at the War Memorial. RGray agreed to collect the wreath as usual and GKilham would present it on behalf of the Parish Council.

04.09.12 Correspondence

~ CPRE Norfolk re local plan. A copy of this to be sent to Cllr Tilbrook.

04.09.13 Business Extra to the Agenda

A hedge was blocking the road sign on the corner of Hillington Road opposite the Community Centre. RG would have a word with the owner of the property as it is not something the rangers would deal with.

MDorr raised the deterioration of the play park fencing. He was concerned that if it wasn't treated soon it would need total replacement. GK would chase AFenn and the Clerk would make further contact with Richard Hunter. **Action: Clerk/GKilham**

04.09.14 Date of next meeting: Tuesday 6th November 2018 at 7:45pm

04.09.15 Action to be taken by the next meeting:

Clerk

- Forward letter to Cllr Tilbrook from CPRE
- Contact Community Payback Scheme
- Compile Data Protection Policy and Procedure
- Write to Sandringham Estate re Defibrillator
- Add Newsletter and Election costs to next budget

GK

- Contact AFenn re playground maintenance

04.09.16 The meeting closed at 9.35 pm.