

The Parish Council Meeting of Flitcham cum Appleton Parish Council
Tuesday 7th November 2017 at 7.45 p.m.
at the Community Centre, Flitcham

Present: Mr Richard Gray – Chairman Monica Mortensson
Mr Roger Young Joey Smithson
Cllr. Tim Tilbrook (part time)
Gill Welham – Clerk

07.11.01 Welcome from chairman

The Chairman welcomed all present and thanked them for attending.

07.11.02 To receive and consider apologies for absence

Apologies were received from Geoff Kilham, Dawn Nash and Cllr. Stuart Dark.

07.11.03 To receive declarations of interest

There were no declarations of interest.

07.11.04 To approve and sign minutes of the Parish Council Meeting held on 5th September 2017

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

07.11.05 Matters arising from the minutes

05.09.05 Cllr Dark had not responded to the email from the Clerk regarding the fact finding mission Snettisham Council were arranging.

05.09.05 The bus stop sign had now been installed.

05.09.08 The councillors were unhappy with the response from the Highways department regarding concerns about the narrowing around the bridge on Hillington Road. Following discussion it was agreed that the Clerk should contact Cllr Dark to see if he could put weight behind our concerns to the Highways.

Action: Clerk

05.09.11 Emergency Plan a date was still to be arranged that would suit everyone.

05.09.14 It has been established that the phone box still had no dialling tone. GK to advise if he had made contact with BT in this regard. **Action: GK**

07.11.06 Public question time

There were no members of the public present.

07.11.07 Reports from the councillors of NCC and BCKL&WN

Cllr Tilbrook updated the council with regard to the proposals for the new Ward boundaries which he felt would have minimal impact on Flitcham. These proposals are not yet set in stone and he urged anyone to write to the Borough Council if they had a view on the changes. TT would support any views the council might have in this regard.

07.11.08 Briefholders Reports

RY advised the council that he would be standing down as councillor with immediate effect in order to devote more of his time to the Social committee. He did however offer to continue with preparing the monthly Newsletter and the Welcome Pack which was gratefully accepted. The Chairman and members of the council all thanked RY for his hard work over the many years he had served as councillor. **Action: Clerk to advise KL&WNBC**

MM had attended last month's SNAP meeting which was mainly discussing parking and litter. One parish were experiencing problems in the children's play area with anti social behaviour. She intended to attend the next SNAP meeting which was due to be held in Hunstanton the following evening.

JS continues with the Emergency Plan which had been discussed earlier.

RG advised that the planning request had been withdrawn but this could be beneficial to the Community Centre as the individual was intending to carry out her classes and workshops at the Community Centre instead as the parking would not be an issue.

07.11.09 Financial Matters

The Clerk advised that she had reserved a NALC training place to be held at Swaffham in March 2018 covering End of Year and the change of Audit regime. The cost of training was £25. The council agreed to fund the cost of this unanimously.

Financial Report

The following cheques were approved for payment:

Cheques for approval at this meeting	
481 Clerk's Salary (Gill Welham)	£136.22
482 HMRC (Clerk tax)	£32.80
483 Royal British Legion	£30.00
484 A Fenn (Grass cutting)	£42.00
Total Expenditure	£241.02
Balance in current account	£2,809.31
Balance in business saver account	£362.30
Total balance remaining	£2,451.61

Budget 2018/19

The Clerk had already forwarded the draft budget prior to the meeting for consideration. This would be finalised at the January meeting in time for calculating the Precept. Currently the Precept is £3,000 but the anticipated spend according to the budget is £3,215. RG asked the councillors to review this in time for the next meeting. **Action: ALL**

Annual Review of St Mary's Church Donation

As MM is a member of the PCC, she left the meeting prior to discussions. It was agreed that as finances continue to be extremely tight, the parish council could not increase the donation but would continue to make the £100 contribution as in previous years. The cheque would be raised for sign off at the January meeting. **Action: Clerk** MM returned to the meeting.

07.11.10 Play Area

JS had highlighted in the preceding month that one part of the play equipment had suffered damage and the Clerk had organised a quotation from Playdale for the repair. The quote for replacement part and installation totalled £660.30 plus VAT. It was necessary to make a decision with regard to this piece of equipment as the H&S annual inspection was due to take place in the month of November. JS suggested that we get the damaged part removed until the inspection had been carried out as there may be other areas of concern that might need attention which could all be dealt with at the January meeting. This was considered to be very sensible. It was agreed that the Clerk/RG would speak with AFenn to see if he would be willing to remove the part and store until after the inspection had been undertaken. **Action: RG/Clerk**

07.11.11 Defibrillator in the Community

The Clerk advised that the school might be agreeable to fund the cost of the cabinet for a defibrillator but no one in the parish had come forward to offer any contribution toward funding. It was felt that it was a good idea and that the Clerk should progress the possibility of obtaining one for the community via the British Heart Foundation. **Action: Clerk**

07.11.12 Dates for 2018 meetings

All to be held at the Community Centre:

2nd January, 6th March, 8th May, 3rd July, 4th September, 6th November. All to commence at 7:45pm apart from the May meeting which was the AGM and would commence at 7:30pm.

07.11.13 Sports Field (Site Ownership)

The clerk had received an email from Active Places Data Platform who are compiling a single national authoritative national database for all sports facilities nationally. They have requested confirmation of site

ownership. As the council do not own the playing field within Flitcham the council requested the clerk to write back to Active Places to advise that the playing field has been indefinitely loaned to the parish but that it is owned by the Royal Estate of Sandringham. **Action: Clerk**

07.11.14 Business extra to the Agenda

RG asked if any councillor would like to present the Wreath at the Remembrance Day Service on 12th November. The Clerk was asked to prepare a reminder for the September 2018 meeting to have sufficient time to prepare next year. **Action: Clerk**

MM reminded the meeting that there was a plaque for two war graves situated in the Flitcham Cemetery.

07.11.15 Date of next meeting: Tuesday 2nd January 2018 at 7:45pm

07.11.16 Action to be taken by the next meeting:

Clerk

- Contact Cllr Dark re Highways Decision
- Advise KL re RY resignation
- Raise Cheque for St Mary's Church for January meeting
- Contact Adam Fenn re play equipment
- Progress defibrillator in the community
- Write to Active Places
- Reminder for September 2018 meeting regarding Remembrance Day Wreath.

GK

- Contact BT re phone box not working

ALL

- Review 2018/19 Budget prior to January meeting.

Agenda items next meeting

Playground inspection/Play equipment

The meeting closed at 9.35pm.