

The Parish Council Meeting of Flitcham cum Appleton Parish Council
Tuesday 9th July 2019 at 7:45 p.m.
at the Community Centre, Flitcham

Present: Geoff Kilham Richard Gray
 Monica Mortensson Mark Dorr
 Cllr J Moriarty Gill Welham – Clerk

09.07.01 Welcome from chairman

The Chairman welcomed all present and thanked them for attending

09.07.02 To receive and consider apologies for absence

No Apologies were received.

09.07.03 To receive declarations of interest

There were no declarations of interest.

09.07.04 To approve and sign minutes of the Parish Council Meeting held on 7th May 2019.

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

09.07.05 Matters arising from the minutes

There were no matters arising that were not covered in the Agenda.

09.07.06 Public question time

There were no members of public present. However a resident from Paston Cottage had made contact via the Parish website regarding the noise from a field gun that was continually going off and worrying his dog. Other residents had spoken to GK about the same issue and GK agreed to speak with the owner of the land to establish if the noise could be minimised. It was however pointed out by one of the councillors that the gun had not been heard in recent days. **Action: GK**

09.07.07 Reports from the councillors of NCC and BCKL&WN

Cllr Moriarty confirmed that following the last meeting he had spoken with Borough Planning regarding the Parish concerns relating to parking issues that may occur due to change of use for a property at The Barns. Planning had confirmed that parking provision would comprise two spaces; one required for the owner and one for the occasional client visit. He also confirmed that Stuart Dark would arrange a site visit to the bridge on Hillington Road to include Cllr Moriarty and Flitcham PC. As Cllr Dark was not present, this could not be pursued.

Cllr Moriarty explained that the Borough Council were undergoing some large internal, structural changes but this was still in the early stages of the new council following the elections. Chair of the Planning committee was now Chris Crofts and Vice Chair Carol Bower.

Alive Leisure was going to be bought back into the BC control as the move to outsource did not have the savings they had at first hoped.

King's Lynn Innovation Centre is now back within the ownership of the BC. Rent will be received but will be at a low rate as the Council do not want to push the company into receivership. In the meantime there is an Independent Review taking place to establish what happened.

Plans are being prepared for a 2 screen cinema above the Corn Exchange to coincide with work needed for roof repairs.

There will be a Management Restructure within the council when the current Chief Exec retires. This is due to take place in September. It is thought the position would be recruited from within to save money on recruitment costs. There will also be staff training as feedback states staff can be too negative.

He also advised imminent possible County Boundary changes. How this will affect Flitcham is unclear at this point in time.

The Borough Council were also in the process of organising training for Parish councillors to assist them when making comment with regard to planning concerns. Certain phrases to use etc. Details and information regarding this will be circulated from the council in the near future.

09.07.08 Councillor Reports

MM confirmed that she continues to distribute the Newsletter. Thanks were received from the residents of Appleton Farm for delivering a physical copy of the Newsletter rather than just the electronic version.

RG commented regarding the planning application for 44 Church Road. The PC comments had been forwarded to the planning committee.

MD advised that he had completed the Bank Mandate paperwork and taken it into the bank to add himself as a signatory to the PC bank account.

09.07.09 Income & Expenditure/Financial Report

Cash Received:

Parishioner Donation	<u>£200.00</u>
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Cheques for approval at this meeting

520 Clerk's Salary & Expenses (Gill Welham)	£180.74
521 HMRC (Clerk Tax)	£13.20
522 Norfolk ALC	£128.15
523 A Fenn Grass Cutting (May/Jun)	£112.00
524 BCKL&WN Election Expenses	<u>£47.34</u>

Total Expenditure	£481.43
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Balance in current account	£4,078.74
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Balance in business saver account	<u>£363.31</u>
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Total balance remaining	£4,442.05
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Financial Review

Documentation for the review of internal procedures had been circulated to all councillors prior to the meeting. Following discussion it was agreed that the Chairman should sign the following documents:

~ Annual Review of Effectiveness of Internal Control and Audit

~ Duties of Responsible Financial Officer

~ Finance Regulations

The Register of Assets was also reviewed and the defibrillator and external cabinet were added.

Other Financial Matters

As mentioned in item 09.07.08 above, the additional bank signatory documentation had been completed and the PC were now awaiting confirmation from Barclays Bank.

The grass cutting contract from A Fenn had been received.

The USB Memory Stick was exchanged for safe keeping by the Chairman as per the Internal Financial Controls procedures.

A new parishioner to the village had made a donation to the parish council as recorded in the financial statement. The Clerk was asked to send a letter of thanks. **Action: Clerk**

09.07.10 Register of Interest Forms/Acceptance of Office

The Clerk had contacted the Borough Council who confirmed that new forms were required from all councillors. These had been circulated prior to the meeting for completion. The Clerk would forward the signed documentation to the Borough Council for publication. **Action: Clerk**

09.07.11 Overgrown Hedges and Footpaths.

A Rangers visit was due to take place in a few weeks and the Chairman had taken several photographs of overgrown hedges and pathways narrowing because of weed growth etc. The Clerk was asked to write to Highways expressing their concerns regarding the disappearing path between Flitcham and Hillington which was no longer wide enough to accommodate a push chair/wheelchair/mobility scooter. **Action: Clerk**

09.07.12 Playground Fencing Maintenance

The Clerk had followed up the contact made previously with the Community Payback scheme to establish when the playground fencing would be painted. Unfortunately Sodexo have denied receiving our earlier application and we are unlikely to have any work carried out in the foreseeable future. The Clerk had tried extremely hard to get this decision overturned but failed. Cllr Moriarty offered to see if he could find out more via the FIO route that was available to him. **Action: Cllr JM**

In the meantime the Chairman stated he would contact AFenn to obtain a quote for the work to be done privately. **Action: GK**

09.07.13 Correspondence

~ Houghton festival inviting members of the public to attend an open meeting.

~ NCC re SAMS share scheme. The contract for installation of the equipment was signed by the Chairman.

09.07.14 Business Extra to the Agenda

RG asked if any other councillor had noticed that the bridge wall on Hillington Road had been knocked down on 27th June and it appeared to have bike parts around the area. No one had reported an accident, but it was highly likely that an accident had occurred.

09.07.15 Date of next meeting: Tuesday 3rd September 2019 at 7:45 pm

09.07.16 Action to be taken by the next meeting:

Clerk

- Write thank you letter re donation.
- Register of interest forms to BC
- Write to Highways re overgrown paths etc

G Kilham

- Contact land owner regarding Field Gun noise.

Cllr Moriarty

- Look into issue with Sodexo

09.07.17 The meeting closed at 9.05 pm.