**SOMERTON PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON**

**TUESDAY 5TH MAY 2015 IN THE VILLAGE HALL AT 7.30 P.M.**

PRESENT:

|  |  |
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| Cllr R Starling (Chairman) | Cllr T Jones (Vice Chairman) |
| Cllr J Clift | Cllr D Crane |
| Cllr B Barker | G Lack (clerk) |
| Cllr D Van De Bulk |  |

The Chairman welcomed one resident to the meeting together with Cllr Weymouth and PC Cook.

1. **Election of Chairman of Parish Council**

The Chairman asked for nominations for a new Chairman and Cllr Clift nominated Cllr Starling which was seconded by Cllr Crane. It was unanimously resolved that Cllr Starling be re-elected as Chairman of Somerton Parish Council.

1. **Signing of Declaration of Acceptance by Chairman**

Cllr Starling duly signed the Declaration of Acceptance as Chairman of the Parish Council.

1. **Election of Vice Chairman of Parish Council**

The Chairman asked for nominations for a new Vice Chairman. Cllr Barker nominated Cllr Jones which was seconded by Cllr Clift. It was unanimously resolved that Cllr Jones be re-elected as Vice Chairman of Somerton Parish Council.

1. **Apologies for Absence.** Apologies had been received from Cllr Grayling.
2. **Review of Declaration of Interest Forms.** No changes noted.
3. **Minutes of Annual Parish Council meeting held on 6th May 2014.**

The Minutes had already been approved and signed at the Parish Council meeting held on 1st July 2014.

1. **Review of delegation arrangements to committees, sub-committees, local authorities and external bodies.** No changes were noted to existing arrangements: Cllr Clift agreed to continue as the Parish Councillor representative on the Patient Participation Forum and Cllr Starling agreed to continue to attend meetings of the Upper Thurne Working Group. Since Cllr Grayling was not present his continued representation on the Village Hall Committee would be discussed at the next Parish Council meeting.

**To consider a motion to suspend the meeting to allow members of the public and the Borough/County Councillors the opportunity to inform the meeting. Proposed by Cllr Jones and seconded by Cllr Van de Bulk and unanimously approved.**

1. **Public Discussion – 15 minutes allowed**

* No comments noted.

1. **Report from Borough Councillors/County Councillor if present**

* Cllr Weymouth noted the GYBC was considering the future levels of the Concurrent Functions grant.

**Reopening of the Meeting:-**

1. **Report from PCSO**

* PC Cook reported that no crimes had been reported since the last meeting and 10 calls for advice had been received;
* The issue of theft of outboard motors had been raised at the Broads Forum;
* PC Cook noted that there would be no cuts in funding.

1. **To confirm minutes of the previous meeting held on 3rd March 2015**

Cllr Jones proposed the minutes of 3rd March 2015 be confirmed and this was seconded by Cllr Clift and unanimously agreed by the Council. The minutes were duly signed by the Chairman.

1. **To report matters arising not already on the agenda, for information only**

* None noted

1. **Planning Decision. BA/2015/0031/FUL.** New bungalow, The Firs, Staithe Road. Approved.
2. **Finance**

* To agree payments in accordance with the budget.

Cllr Clift proposed a Motion that the following payments be made in accordance with the budget and previously approved payments from the Community Fund. This was seconded by Cllr Van De Bulk and unanimously agreed by Councillors. IT WAS RESOLVED THAT the Motion be carried.

|  |  |  |  |
| --- | --- | --- | --- |
| **Cheque No** | **Payee** | **Description** | **Amount**  **£** |
| 100667 | G Lack | Clerk Salary & Expenses | 167.00 |
| 100668 | R Bird | Grass Cutting | 267.00 |
| 100669 | Came & Company | Insurance | 265.00 |
| 100670 | NALC | Annual Insurance | 91.65 |
| 100671 | St Marys PCC | Community Fund payment | 750.00 |
| 100672 | Village Hall | Community Fund payment | 250.00 |
| 100673 | Village Hall | Community Fund payment | 250.00 |
| 100674 | NPTP | Website training for clerk | 40.00 |
| TOTAL |  |  | £2,080.65 |

* Cllr Jones proposed that the Annual Return and Accounts for the Year Ended 31.3.2015 be approved. This was seconded by Cllr Crane and unanimously agreed by the Council. The Annual Governance Statement was approved at the same time.
* Concurrent Functions Grant 2015/16 – Response to Borough Council. It had been requested that the concurrent grant should continue at its present level. As yet no response had been received.
* Inclusion of Parish Clerk on Barclays Bank mandate to permit account and general transaction enquiries. Proposed by Cllr Barker, seconded by Cllr Clift and unanimously agreed by those Parish Councillors present.

1. **Overhead Electric Cable – Staithe to Somerton South Pump – Response from landowner.**

* A response from the landowner refusing a request for a meeting was noted.
* It was also noted that the landowner suggested that the cables be put underground around the dyke and confirmed that the cables could not go under his land since he might want to plough it up in the future.
* It was agreed that the clerk would contact Lesley Marsden one final time for confirmation that the Environment Agency would not agree to the cables being buried around the dyke. If the Environment Agency still refused then the matter would be closed, the Parish Council having done everything it could to resolve this issue.

1. **Website & Training Update**

The Clerk confirmed that she would be attending the training course and that there would be travelling expenses to be reimbursed. The website address would be put in the newsletter once everything was set up. The publication of agendas, minutes and accounts on the website would meet the regulations of the new Transparency Code.

1. **Community Fund – Bus shelter refurbishment**.

* It was agreed to proceed with the original quote.
* Replacement of stile with Kissing Gate, Footpath No 5. It was noted that someone had injured themselves by falling off the stile, albeit they had admitted it was their own fault. It was agreed to contact Norfolk County Council to inform the Parish Council of the correct procedure to either remove the stile altogether or replace it with a kissing gate. This was proposed by Cllr Jones, seconded by Cllr Barker and unanimously agreed by all those Councillors present.

1. **Fibre Optic Broadband – Update**

Cllr Van De Bulk updated the meeting. Essentially BT was not prepared to roll out High Speed Broadband to Somerton claiming that it would be too expensive. A few other options were also discussed but were also not viable since they would be too slow. Cllr Van de Bulk agreed to follow up with BT to express the Parish Council’s desire for faster broadband in the village.

1. **Correspondence Received. *Comments and decisions made at the meeting are noted in italics.***

|  |  |  |  |
| --- | --- | --- | --- |
| **ITEM** | **FROM WHOM RECEIVED** | **CONTENT** | **ACTION REQUIRED** |
| 1 | CPRE | Light Pollution Guidance and Summary Report |  |
| 2 | Came & Company | Spring newsletter |  |

1. **To receive Items for the next Agenda**

* Footpath No 5 Street/Horsey Road
* Staithe Trustees election one vacancy

1. **To agree dates of future meetings for next 12 months.**

It was agreed that meeting would be held on the first Tuesday of the month, where possible, commencing at 7.00 p.m. Dates are as follows:

July 7th, September 1st, November 3rd, January 5th, March 1st, 3rd May (Annual Parish and Annual Parish Council Meeting).

**There being no further business the Chairman declared the meeting closed at 20.28.**