**SOMERTON PARISH COUNCIL**

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

**TUESDAY 7th JULY 2015 IN THE VILLAGE HALL AT 7.00 P.M.**

PRESENT:

 Cllr R Starling (Chair) Cllr T Jones (Vice Chair)

 Cllr J Clift Cllr N Grayling

 Cllr D Van De Bulk Cllr D Crane

 G Lack (clerk)

The Chairman welcomed Borough Cllrs Weymouth and Jermany to the meeting together with one resident.

1. **Apologies for Absence.**

Cllr Barker had sent his apologies.

1. **Declarations of Interest in Items on the Agenda**

Cllr Starling declared an interest in Item 12 as a member of Norfolk Wildlife Trust.

**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, seconded by Cllr Clift and unanimously approved.**

1. **Public Discussion – 15 minutes allowed**
* A resident expressed concern that the last Village Hall meeting had not been well run with one resident dominating the discussions. The Chairman responded that the village hall committee was a separate entity to the Parish Council but the Council did appoint a representative to the committee and the concerns could be taken to the village hall’s next committee meeting.
1. **Report from Borough Councillors/County Councillor if present**
* Nothing to report
1. **Report from PCSO – not present**
2. **To confirm minutes of the previous meetings held on 5th and 19th May and 23rd June 2015.**

Cllr Clift proposed that the minutes of the Annual Parish Council meeting held on the 5th May 2015 be confirmed and this was seconded by Cllr Crane and unanimously agreed by the Council. The minutes were duly signed by the Chairman. Cllr Clift proposed that the minutes of the Annual Parish meeting held on the 5th May 2015 be confirmed and this was seconded by Cllr Van de Bulk and unanimously agreed by the Council. The minutes were duly signed by the Chairman. Cllr Crane proposed that the minutes of the planning meeting held on the 5th May 2015 be confirmed and this was seconded by Cllr Van de Bulk and unanimously agreed by the Council. The minutes were duly signed by the Chairman. Cllr Grayling proposed that the minutes of the planning meeting held on the 19th May 2015 be confirmed and this was seconded by Cllr Clift and unanimously agreed by the Council. The minutes were duly signed by the Chairman. Cllr Jones proposed that the minutes of the planning meeting held on the 23rd June 2015 be confirmed and this was seconded by Cllr Grayling 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. **Finance: To agree payments in accordance with the budget.**

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

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| **Cheque No** | **Payee** | **Description** | **Amount** **£** |
| 100675 | G Lack | Clerk salary and expenses |  167.00 |
| 100676 | R Bird | Grass cutting | 356.00 |
| 100677 | G Lack | Travel expenses for Training Course | 20.00 |
| 100678 | Village Hall | Hire of hall | 100.00 |
| 100679 | David Hobbs | Community Fund (bus shelter refurb) | 440.00 |
|  |  | TOTAL |  **1083.00** |

Opening balance 1.4.2015 3,121.14

Add receipts year to date 3,716.75

Less: Payments year to date (excl. above) ( 830.65)

Closing balance year to date £6,007.24

1. **Parish Council Website http:/Somerton-pc.norfolkparishes.gov.uk. Update from Parish Clerk**
* The clerk confirmed that the website was now fully operational and could be found by searching for “Somerton Parish Council Norfolk” or by entering the above URL.
* It was noted that the accounts would be uploaded after each Parish Council Meeting and that this, together with the uploading of agendas and minutes, would mean that the Council was in compliance with the Transparency Code.
1. **Update on Concurrent Functions grant - Clerk**
* The Clerk informed the meeting that a response would be given by GYBC after its cabinet meeting on the 13th July
1. **To appoint the Parish Council representative to the Village Hall Committee (July 2015 to May 2016).**
* Cllr Grayling agreed to continue. Cllr Jones therefore proposed that Cllr Grayling be reappointed to the Village Hall Committee and this was seconded by Cllr Crane and unanimously agreed by the Council.
1. **Upper Thurne Working Group Meetings – Attendance at future meetings by Parish Council and the public.**
* Cllr Starling informed the meeting that members of the public were not going to be invited to future meetings. It was agreed that Cllr Starling should ask why this decision had been made.
1. **Common Road dykes (north side) – to request NCC to undertake another clearing out of the dyke plus removal of spoil from the roadside – R Starling**
* Cllr Starling noted that a property owner had paid to have the eastern section of the dyke cleared out of silt but that the neighbouring section had not been done. It was agreed that the Clerk would email NCC requesting that the remaining part of the dyke on the north side of Common Road be cleared out as well as the two drains on Winterton Road.
1. **Somerton Newsletter – Parish Council Report/Article.**
* It was agreed that the Clerk would email copies of the minutes directly to the Newsletter for publication.
1. **The Street/Horsey road footpath – Update from County Council regarding stile**
* The Clerk read out a response from Julian Maile, NCC dated the 29th June in which it stated that the stile was illegal, would have to be removed and that no obstruction could be constructed in its place. It was agreed that the Clerk would forward a copy of this email to the owners of Two Cottages and Cllr Starling would visit the owners to agree next steps. It was noted that this was now a matter between the landowners and NCC and that it would be for NCC to follow up as appropriate.
* Cllr Jones expressed great dissatisfaction at how this issue had been handled and pointed out that NCC had informed in a previous email dated 7th May 2015 that the stile was unofficial and should not be there. Under these circumstances Cllr Jones resigned as Vice Chairman of the Parish Council.
1. **The Staithe/Somerton South Pump overhead electric cable.**
* The Clerk read out a response from the Broads Authority explaining why the Environment Agency would not agree to the cables being buried around the flood bank. It was agreed that there was no more that the Parish Council could do and that it had pursued all reasonable avenues.
1. **Correspondence**. *Additional Correspondence and* *Actions/Comments noted/made at the meeting are shown in Italic.*

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| **ITEM** | **FROM WHOM RECEIVED** | **CONTENT** | **ACTION REQUIRED** |
| 1 | GYBC Services | Information booklet |  |
| 2 | GYBC | Local Plan Consultation 11th May to 23rd June 2015 | *No issues affecting Somerton* |
| 3 | The Pensions Regulator | Automatic Enrolment legal duties.  | Staging date 1st May 2017 |
| 4 | Broads Authority Planning Dept | BA/2015/0109/HOUSEH. Replacement of outbuilding window with French doors. Top Farm House, Martham Road. **Approved** |  |
| 5 | GYBC Planning Dept | 06/15/0296/CU. Change of use of land from agricultural to private residential curtilage (C3 dwelling Houses) including landscape proposals. Manor Farm Barn, Manor Farm Road. **Approved** |  |

1. **Items for Next Agenda**
* Appointment of Staithe Trustee (a 4 year appointment)
* Appointment of new Vice Chairman
1. **Date of next Meeting: Tuesday 1st September 2015 in the Village Hall at 7.00p.m.**

The Chairman closed the meeting at 19.51.