



GELDESTON PARISH COUNCIL

Parish Council Minutes

Geldeston Village Hall

29th September 7.30 PM

Parish Councillors present: I. Ansell (chairman), J. Hayward and L. Rowntree.

1. Chairman's Welcome

- a. To receive apologies for absence: Apologies were recorded and accepted for Cllrs Ashfield and Shave. Cllr Crowfoot was absent.
- b. To receive declarations of interest other than those registered with South Norfolk District Council: None
- c. To record the number of members of the public present: 7

2. To Co-Opt a Councillor

- a. To appoint a councillor vacancy. Due to personal reasons the other candidate did not attend the meeting. We met with Andrew Wade just before the meeting for a question-and-answer session. At this meeting there was a show of hands in support of the applicant. All agreed
- b. The signing of the Declaration of Acceptance Form. Cllr Wade signed the declaration of office and the Chairman welcomed him to the Council.

3. Minutes of last meeting

- a. The minutes of 14th July 2021 meeting were approved as being an accurate record. (Prop: LR; Sec: JH) all agreed apart from the new councillor.

4. Matters arising from last meeting and outstanding actions:

- a. (January 4g) Cllr Ansell to provide an update on the Barclays Mandate – This was been given to the Clerk at the meeting.

- b. (July 5b) Cllr Ansell to update the dog bin map – The map has been done and will go on signage boards around the village.
- c. (July 5b) Clerk to obtain prices for bins and emptying – Ongoing.
- d. (July 5b) Clerk to write to all footpath owners to request cutting of the footpaths – Completed.
- e. (July 5e) Clerk to provide the Terms of Reference for LP21 Committee – These were approved. Cllr Wade was appointed on to the LP21 committee.
- f. (July 5i) Cllr Crowfoot to check whether there are TPOs on the site allocated for the Village Cluster – Cllr Crowfoot was not present, still ongoing.
- g. (July 5i) Cllrs Crowfoot and Ansell to provide an update on the Village Clusters and the report sent to them - The information was uploaded to the site in the required timescales. The Parish Council are still waiting to hear the outcome.
- h. (July 8) Clerk to request Planning to provide a site visit to The Three Rivers Application – Nothing has been said. **Action Clerk** to request a site visit again.
- i. (July Correspondence) Cllr Ansell to provide photo evidence of holes in the road and the Clerk to report the damage – Cllr Ansell took photos and reported the damage himself.

5. Chairperson's report: The Chairman stated it was nice to see people face to face.

6. New issues

- a. Reports from the County Councillors and District Councillors: Apologies received for County Councillor Stone and District Councillors Brown and Bernard.
- b. **The meeting will be adjourned for public participation (maximum 10 minutes) for items to be discussed on the agenda only:** Could some people volunteer to help cut the churchyard in November.
 Could we have a 20mph speed limit as agreed by the developers for the new Kells Way. Apparently as it is a cul-de-sac, they cannot change the speed limit.
 There was a question regarding the gate at the bottom of Big Row. The owners have added the gate to resolve the issue of people abusing the land.
 It was noted that people are cycling on the riverbank footpath. Is this illegal?
 Confirmation needs to be sort.
- c. To discuss the issues received from parishioners regarding the field near Kells Way: There was some land for sale at Kells Way, that is classified as category 3 by the Ministry of Agricultural Land Classification Series. Therefore, it appears that they are using this land against the planning categorisation. Young football team are using this for football practice. Sometimes there are up to 20 cars parked on the field. **Action Clerk** to contact planning for SNC and Broads Authority to see whether they know about this and what can be done.
- d. To receive an update on the Street Library: There are complaints that the bus stop is used for the street library. This has not been set up yet! There appears to be no

bus stop sign. **Action Clerk** to contact Border Bus and Simmonds for a bus stop sign and timetable.

- e. To receive an update on the Let's Play 21 project: Phase 1 of the play equipment is being installed in the park and is looking good. The matting is down and is waiting for a couple of things to complete. The benches that were purchased have been set up. The stock fencing and the fencing around the playground quotes need to be obtained. Cllr Rowntree still working hard on the lottery funding grant.
- f. To discuss the balance of the mutual aid grant: The Council agreed to return this.
- g. To appoint an internal auditor. The Council agreed to appoint Heelis and Lodge again as they have done a great job in the past. (Prop: IA; Sec: JH) all in agreement.
- h. To review and agree the policies for 2021 (list of policies will be provided): The clerk informed the council on the amendments and the addition of the Lone Working Policy. These were agreed, (Prop: IA; Sec: LR) all in agreement apart from the new councillor.

Policies	Review Date
Allotment Agreement	September 2021
Code of Conduct	September 2021
Communications Policy	September 2021
Complaints Policy	September 2021
Data Protection Policy	September 2021
Dignity at work bullying and harassment Policy	September 2021
Equality Policy	September 2021
Financial Regulations	September 2021
Risk Management Policy	September 2021
Health and Safety Policy	September 2021
Internal Control Statement and policy	September 2021
Lone Working Policy	September 2021
Standing Orders	September 2021
Training and Professional Development Policy	September 2021

- i. Issues from Councillors (for information only) None.
- j. Clerk's report (for information only) None.

7. Finance

- a. To approve invoices for payment

Between meetings payments

British Sugar	top soil	410.4
E Ginn	Hoopla	9.99

E Ginn	Grass seed	25
Wave	Allotment water	21.55
		466.94

BACS

Tina	folders	5.5
Linda Rowntree	event expenses (31.19+8.90)	40.09

45.59
33.00

Plus, L Keep Event expenses 33.00

Payments between meetings and BACS payments today were approved. (Prop: JH; Sec: IA) all in agreement

- b. To note Bank balances to 22nd September 2021
Community Account £1,242.08 Noted.

Business Premium £27,635.87
of which Let's Play = £12,008.64 + VAT reclaim (not received)

- c. To receive an update on the budget summary, we are coming up to precept settings. The budget is doing well. The Clerk mentioned the need to start preparing for the Precept and budget settings for next year.
- d. To note the approval of the bank reconciliations. A bank non signatory needs to be re-appointed to approve the bank reconciliations, quarterly. Cllr Wade volunteered to be the person responsible for signing off the reconciliations.

8. Updates from village committees & groups

- a. Village Hall Management Trustees. – Road Closure requested for June 2022. New cleaners are doing a great job and the floor has never looked so good.
- b. GREEN project. – The meadow has been cut and is looking lovely. They would like some additional trees. The Clerk mentioned about the new incentive for planting trees. The project needs volunteers and help when needed. We have currently 2 allotment plots available.
- c. Conservation Area – Cllr Crowfoot was not present.

9. Planning applications and other planning matters

- d. South Norfolk District Council.
- e. Broads Authority

Update on previous applications. SNC/BA updates

Receive an update on The Three Rivers Application – no update

Date of next parish meeting: 10th November 2021, 7.30pm in the Village Hall

There being no more business to discuss the meeting closed at 8.45pm

Signed:

(Chairman)

Dated: