



# pudding Norton Parish Council

## Parish Council Meeting Minutes

Tuesday 25<sup>th</sup> June 2019 at 7pm, The Gallow, Fakenham Racecourse

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Those present: Cllr P Ainger (Chairman), Cllr M Ainger, Cllr Brett, Parish Clerk, No members of the public

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Chairman opened the meeting at 7.10pm and welcomed those present.

Apologies received from NCC Cllr Fitzpatrick, NNDC Cllr Housden and PC Dawson. Apologies accepted. Clerk to organise a separate meeting with Cllr Housden to discuss current issues.

### 1. **Declarations of Interest**

To record declarations of interest and consider any requests for dispensations  
All Parish Councillors present live on Parklands.

### 2. **To Hear from Members of the Public**

To adjourn the meeting to hear from Councillors and members of the public present.  
There were none.

### 3. **Approval of Minutes**

Chairman reconvened the meeting to agree the minutes of meeting held on 7<sup>th</sup> March 2019. Due to the sad circumstances surrounding Mrs Curtis the last minutes were incomplete and information required is currently unable to complete them.  
The Parish Council's thoughts and sympathy are with Christine's family at this sad time.

### 4. **Matters Arising**

To note any matters arising from the minutes of last meeting for information only.  
There were none.

### 5. **Receive reports from:**

- 5.1 Local Police, not present –consider arranging a surgery or coffee morning.
- 5.2 NCC Councillor, not present
- 5.3 NNDC Councillor, not present

### 6. **Open Spaces**

#### 6.1 Street Lighting

Cllr M Ainger will check the pole numbers of the street lights which are currently faulty and Clerk will report them to the maintenance contractor.

#### 6.2 Parklands update

Clerk to contact NNDC (Duncan or Gayle?) to obtain a progress update on the plans on the estate, including the laundrette, and car parking and rubbish disposal.

Clerk to make contact with the agent that manages the field adjacent to the parklands site to ask for the overgrowth to be cut back to allow people to continue walk along the path. (owner believed to be Thomas Cook / his land agent).

Clerk to also contact Highways to request that the Green Lane footpath that leads from Tittleshall Road across Colkirk Road through to Dereham road is cut back and cleared.

#### 6.3 Green Lane update

Clerk to contact Victory Housing for an update on the plans concerning the garages that are being knocked down.

#### 6.4 Garages update

Clerk to make contact with the owner of the asbestos garage plot on Dereham Road to request that they are cleared up as they are an eyesore. (Previous Parish Councillor John Tuck may be able to assist).

### 7. **Planning Matters**

There were none.

**8. Financial Matters**

8.1 Clerk advised the Financial Statement for the period YE 31.03.19 which was AGREED.

8.2 Agree invoices to be paid

<b>Payment to</b>	<b>Description</b>	<b>Amount</b>
C Curtis	Salary	£312.31
TT Jones	Street lights	£193.87
NALC	Subscription	£136.82
NPTS	Internal audit & Subscription	£75
Came & Co	Insurance	£341.20
PKF Littlejohn	AGAR Charges for YE 2017-18	£480
Fakenham Sports Centre	Room Hire	£20
J Bond	Expenses	£8.49
	<b>Total</b>	<b>£2163.16</b>
<b>Receipts from</b>	<b>Description</b>	<b>Amount</b>
	<b>Total</b>	<b>£0</b>

8.3 Clerk read out the Internal Audit Report. It was AGREED that all suggestions will be implemented as soon as possible.

8.4 The Exemption certificate (AGAR part 2) was AGREED and signed.

8.5 The Governance Statement (AGAR section 1) was AGREED and signed.

8.6 The Accounting Statement (AGAR section 2) was AGREED and signed.

8.7 A bank mandate change form was duly signed to include Clerk as a signatory for online banking purposes.

**9. Correspondence**

Local Plan from NNDC, Wicksteed Play Equipment leaflet.

**10. Items for inclusion at next meeting**

Adopt Standing Orders

**11. Date of next meetings**

1<sup>st</sup> August 2019 APM & APCM, 7<sup>th</sup> November 2019, 13<sup>th</sup> February 2020, 7<sup>th</sup> May 2020.

**12. Confidential Item**

The new Parish Clerks hours and rate of pay were agreed and approved. The Contract of Employment will be duly signed within 28 days.

The meeting was closed at 8.45pm

Signed by Chairman: ..... Date: .....