



pudding Norton Parish Council

Annual Parish Council Meeting Minutes

Wednesday 24th July 2019 at 7.15pm, The Gallow, Fakenham Racecourse

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

1. Election of Chairman

Parish Clerk invited nominations for the office of Chairman. Cllr P Ainger was proposed by Cllr M Ainger and seconded by Cllr Brett. With no further nominations, all agreed to elect Cllr P Ainger to serve as Chairman. The Declaration of Acceptance of Office was duly signed.

2. Election of Vice Chairman

Parish Clerk invited nominations for the office of Vice Chairman. Cllr Brett was proposed by Cllr P Ainger and seconded by Cllr M Ainger. With no further nominations, all agreed to elect Cllr Brett to serve as Vice Chairman. The Declaration of Acceptance of Office was duly signed.

3. Welcome

Chairman opened the meeting at 7.10pm and welcomed those present. Apologies received from NCC Cllr Fitzpatrick, NNDC Cllr Housden. Apologies accepted.

4. To record declarations of interest and consider any requests for dispensations

All Parish Councillors in attendance live on Parklands.

5. To adjourn the meeting to hear from Councillors and members of the public present.

There were none.

6. Approve Minutes

Clerk amended the NALC Subscription to 'not be renewed' and 'next meeting' will be 7th November not 1st August. The minutes from meeting of 25th June were then agreed and signed by the Chairman.

7. Matters Arising

There were none.

8. Receive reports from:

- 8.1 Local Police, not present – Clerk to invite PC Dawson to attend our next meeting
Crime newsletters are posted on the PC website at www.puddingnorton.org.uk
- 8.2 NCC Councillor, not present
- 8.3 NNDC Councillor, not present – Clerk to arrange a date to meet with Cllr Housden.

9. Open Spaces

9.1 Street Lighting

Clerk advised that numerous street lights had been reported as faulty. Clerk confirmed that the street lights are the responsibility of the Parish Council. Clerk requested the maintenance contractor to attend to the faulty lights, which they did. However, 3 are beyond maintenance and must be replaced. Clerk has received a quote of £265 plus VAT each. It was agreed to go ahead with the works. Clerk to obtain an annual maintenance quote from TT Jones as a comparison to other street lighting contractors.

9.2 Parklands Update

Clerk had made contact with Duncan, Sophie and Chris at NNDC.

Clerk read out Sophie's report (see Appendix 1).

Chairman had recently contacted Gayle or Tina to report that the laundrette door was not opening and or locking properly. Clerk to follow up.

Clerk to organise a date to meet with Cllr Nigel Housden to give him a report of any outstanding or current issues, for him to take back to NNDC for review and response.

Clerk also made enquiries about a resident on Parklands wishing to pave over the gravel area to the rear of their property. Sophie at NNDC agreed to make direct contact with the resident.

9.3 Green Lane Update

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

Green Lane Footpath

Highways require a map showing where the footpath is. Clerk to locate the public footpath sign/post on the Colkirk Road (which is used by Fakenham Ramblers) who walk up the Green Lane footpath and forward a photograph/info to Highways.

9.4 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). Clerk to establish the boundary line as they may fall under Hempton.

10. Planning Matters

There were none.

11. Financial Matters

11.1 Clerk advised the Financial Statement for the period Jun 19 –Jul 19 which was AGREED.

11.2 The following invoices were agreed to be paid

Payment to	Description	Amount
TT Jones	Street lights	£810
J Bond	Salary	£393.47
Hempton PC	Clerk Mobile	£12.80
J Bond	Expenses	£14.56
Sports centre	Room Hire	£20
	Total	£1250.83
Receipts from	Description	Amount
	Total	£0

12. Correspondence

Clerks & Councils Direct Magazine was made available. It was agreed that emails would be sent to all Councillors as and when they are received by the Clerk.

13. Items for inclusion at next meeting

Adopt Standing Orders, Agree budget (including Chairman's allowance) & precept

14. Date of next meetings

7th November 2019, 13th February 2020, 7th May 2020.

The meeting was closed at 8.25pm

Signed by Chairman: Date:

Report received from Sophie Reeve of NNDC.

In terms of planned works, we plan to line the car park areas this summer. The residents are aware of this work as we had hoped to do it last year but the weather over winter didn't allow for this work to be done. The residents are not meant to be parking on their pitches, it is against the terms of their licence and was also flagged up in a fire risk assessment we had done last year. As soon as the car parks have been lined this rule will be enforced and residents will be expected to park in the designated areas.

We recently carried out some work to the laundry block, installation of shelving inside and new doors / locks were installed. The next step is looking at the windows and the block as a whole.