

The Tilney St. Lawrence Parish Council

Serving the villages of Tilney St Lawrence, Tilney cum Islington and Tilney Fen End

Minutes of The Parish Council meeting held on Monday 4th July 2016 in the Village Hall,
Tilney St Lawrence at 7.30pm.

Councillors attending: B.Ayres (Chairman), C.Ayres, D.Calton, P.Cullen, J.Day, E Hearn,
D.Jones (Vice-Chairman), E.Jones, J.McManus, C.Mills, G. Place, A Sapey, R Savage.

Clerk: R.Smith

Public: None present

Action by:

16/118 Absences, apologies and reasons for absence

There were no absences.

16/119 Declarations of interest in items on the agenda.

There were no declarations of interest.

16/120 Minutes of the previous Parish Council meeting.

The minutes of the previous meeting held on 6th June 2016 were AGREED
by Councillors and signed by the Chairman as an accurate record.

As there were no members of the public present the meeting was not adjourned.

16/121 Clerk's report/matters arising not covered by the agenda.

.01 Casual Vacancy.

No applications had been received.

.02 Dog bin

The dog bin was awaiting installation.

.03 Bus stop signs & vandalism

i The damage to the bus stop had been repaired.

ii The insurance claim (less the excess) was now due.

iii Bus stop signs, timetables and holders had been fitted free of charge by Stagecoach, negating the need to incur previously authorised expenditure of £222 plus VAT (Minute 16/111 ii.)

.04 Footpath

The fallen tree on No.1 footpath had been removed by Goodley's.

.05 Electricity for Street Light

i A new electricity contract had been agreed with Yü Energy. The transfer to the new supplier would take place over the next few weeks.

ii Based on the latest unmetered supply certificate, this would save £393 p.a.

iii Due to revised usage, a credit against Eon's next invoice was due.

Clerk

.06 Grass Cutting.

i The brambles on St John's Road by the bus stop had been cut.

ii A response was awaited for cutting the grass at the TCI village sign.

Clerk

.07 Highways Matters

i Work on the TCI Trod had restarted, this would be to the agreed spec.

ii Following agreement with Cllr Savage, a drop off location for road planings for the No. 1 footpath would be notified to Andy Wallace

iii Unconnected drain opposite 15 Westfields, previously reported ENQ900009695, had been passed to Andy Wallace.

Clerk

.08 CSNN Team

The abandoned property in Church Road had been demolished.

.09 Westfields

i Letters about hedges had been sent to nos. 10, 12 and 14 Westfields.

Chairman's signature:

ii An update letter had been sent to concerned Westfields' resident.

.10 Village Shop

Mrs Smith had been thanked for planting bedding plants in the village.

16/122 Police Matters – Cllr D. Jones reported:

i No information had been received from the beat base.

ii SNAP reported 7 cases of abusive behaviour in the area during May.

16/123 Briefing on standards and confidentiality

To be held over until the next meeting.

Chairman

16/124 Reports .

.01 Chairman's Correspondence

i The Chairman noted that Cllr Hearn was moving to a new job and had resigned from Council. Councillors thanked her for her contribution.

ii There were now two member vacancies. To be advertised on the website.

Clerk

.02 Footway Lighting Report:

A day burner was reported on Chapel Road, Fen End.

Clerk

.03 Footpath and Tree Report

i Grass cut quote to be obtained for the headland at the end of No.1 footpath, up to the edge of the Berm.

Clerk

ii Footpath from Spice Chase down towards the village to be reported to Rangers for cutting.

Clerk

.04 Village hall report

Cllr Cullen read out his report.

.05 Highway matters

i Despite multiple reports to Highways, the obscured 30mph sign had been completely obscured. To be reported to the Rangers.

Clerk

ii The 30/50mph sign on Church Road, near the Antioch bridge was obscured by vegetation. To be reported to Rangers.

Clerk

iii A car continually parked on the pavement in School Road had been reported to the Police. The Police had agreed to speak to the owners.

iv The dropped drain by Fleet Timber, repeatedly reported to Highways, had been publicised during a phone in to Radio Norfolk. On air, the Head of Highways stated that this would be repaired within 2 weeks.

.06 Church report

Cllr Place read out his report.

16/125 Finance

.01 The following bank balances were noted:

i Business Instant Access, balance as at 30/06/16 - £11,813.43

ii Treasurers Account, balance as at 30/06/16 - £24,158.38

.02 Payments

i Councillors APPROVED payments as listed below:

Invoice Date	Invoice No.	Name	Description	Cheque	Net	VAT	Total
01/06/2016	H130AA0966	Eon	Street light electricity (01/05-31/05/16)	DD	£ 191.09	£ 38.22	£ 229.31
01/06/2016	066073	Eon Highway Lighting	Street light maintenance Q/E 30/6/16	000902	£ 235.98	£ 47.20	£ 283.18
30/05/2016	325	Heronwood	Grass cutting small areas in village	000903	£ 70.00	£ -	£ 70.00
30/05/2016	326	Heronwood	Cut and strim grass playing field	000903	£ 475.00	£ -	£ 475.00
20/06/2016	2552	Saint Engineering Ltd	Replace 8mm toughened glass on bus shelter	000904	£ 520.00	£ 104.00	£ 624.00
		Clerk	Salary - June	000905	£ 395.20	£ -	£ 395.20
		Clerk	2.5 additional hours to 28th June	000905	£ 31.92	£ -	£ 31.92
		Clerk	Travel Expenses	000905	£ 33.75	£ -	£ 33.75
03/06/2016		Clerk	12 First Class Stamps	000905	£ 7.68	£ -	£ 7.68
29/06/2016	19453	Clerk	50% of Macbook Pro from Tech Village (UK) Ltd	000906	£ 262.50	£ -	£ 262.50
		Total			£ 2,223.12	£ 189.42	£ 2,412.54

Chairman's signature:

- .03 Income and Expenditure 1st Quarter ending 30th June 2016**
- i The Clerk presented an income and expenditure against budget report. Councillors noted that expenditure was within budget.
 - ii It was AGREED to revert back to reporting on expenditure quarterly. Clerk
- 16/126 Planning**
- .01 Applications**
Since the last meeting there had been no reported planning applications.
 - .02 Decisions**
Since the last meeting there had been no reported planning decisions.
- 16/127 General correspondence**
- i United against abuse poster to be put on website. Clerk
 - ii Westfields' resident to be contacted regarding Councillor vacancy. Clerk
 - iii Email regarding private pumping stations to be posted on website. Clerk
 - iv Thank you reply to be sent to resident concerned about grass verges. Clerk
- 16/128 Borough Council Issues**
- i The Chairman reported on current Borough issues.
 - ii Email to be sent to Brian Long regarding the poor quality of the food caddy bags provided by BCKLWN for the village shop. Clerk
- 16/129 Norfolk County Council Issues**
Highways' Rangers would be visiting the parish during w/c 15th August.
- 16/130 Village Identity Gates**
- i A quote for 2 sets of gates at a cost of £3,495.76 excl. VAT (excl. installation), was agreed in principle, subject to Highways' approval.
 - ii A meeting with Andy Wallace, the Chair and Vice-Chair was to be arranged. Clerk
- 16/131 Neighbourhood Plan.**
It was AGREED not to proceed.
- 16/132 Laptop & software proposal**
- .01** It was AGREED to take a half share, alongside the Clerk, in the purchase of a reconditioned Macbook Pro at a cost to the Council of £262.50.
 - .02** It was further AGREED:
 - i If the Clerk were to leave the employ of the council, the Clerk would have first refusal on purchasing the Parish Council's laptop share.
 - ii The future value of the laptop would be determined by depreciating 1/3rd of the value of the laptop each year (pro rata for a part year).
 - .03** In order to provide properly licenced office software and to allow cloud back-up, it was AGREED to purchase an annual plan for Office 365 at a cost of £84 for 12 months. Clerk
- 16/133 On line banking**
This is to be put onto the next meeting's agenda following the Chairman, Vice-Chairman and Clerk properly assessing the risks involved. Clerk
- 16/134 Items for the next agenda**
- i On-line banking.
 - ii Village identity gates.
- 16/135 Date of next meeting – 5th September 2016**

There being no other business the Chairman closed the meeting at 9:06pm.

Chairman's signature: