

Minutes of the meeting of Tilney St Lawrence Parish Council, held 7pm Monday, 01 February 2021, via remote attendance.

Present: Cllr. J. Corrigan-Davies, Cllr Cullen, Cllr. J. Day, Cllr Emsworth, Cllr H. Greenwood, Cllr D Jones, Cllr. J. McManus, Cllr. D Rayner, Mr R. Smith (clerk)

NB: Cllr Day and Cllr Greenwood experienced internet issues throughout the meeting. This led to intermittent periods when they were not connected to the meeting.

Unless otherwise stated, actions to be undertaken by the clerk.

- 20.018. Noting that Cllr McManus had resigned his position as vice-chairman and in the absence of Cllr B Ayres, it was **resolved** to elect Cllr Day as chairman of the meeting.
- 20.019. Apologies were received from Cllr B Ayres, Cllr C Ayres, Cllr Cullen, Cllr Place, & Cllr. Savage.
- 20.020. No declarations of interest were received.
- 20.021. There were no members of the public present to make representations.
- 20.022. It was **resolved** to approve the Minutes of the meeting held on 11/01/2021
- 20.023. Police matters.
01. A Police Connect message was noted.
- 20.024. The clerk reported the following matters.
01. The website had been updated.
 02. The precept requirement had been submitted to the Borough Council (BCKLWN).
 03. Planning comments had been submitted as resolved.
 04. The new part-time position for Parish Council litter picker had been advertised on the Council's website.
 05. Councillors who had not recently attended remote Parish Council meetings had been written to by clerk about their availability for future meetings.
 06. There had been no further expressions of interest in being co-opted as a Parish Councillor.
- 20.025. Reports
01. Chairman's report.
None received.
 02. Footway lighting
Nothing to report.
 03. Footpath, tree, and bus stop
 - i. The fallen tree that had obstructed footpath No.1 had been kindly removed by J. Goodley & Sons Ltd.
 - ii. A letter had been sent by the clerk regarding a tree affecting neighbouring gardens. The response from the owner of the tree was noted. No further action to be taken.
 04. Village Hall Committee matters
Cllr Corrigan-Davies reported that only the day nursery was using the hall. The outside play area was continuing to get some use.
- 20.026. Church Report
None received.
- 20.027. Due to internet connection issues, Cllr Day stepped down as chairman of the meeting. It was **resolved** to elect Cllr Corrigan-Davies as chair for the remainder of the meeting.
- 20.028. Highways
01. Following the reporting on the Norfolk County Council (NCC) web portal of the tree obstructing the footpath opposite 20 St John's Road, further correspondence between the clerk and the Highway Technician for the area was noted. As the matter had been properly passed onto NCC, no further action to be taken at this time.
 02. Regarding the grass area in front of the pumping station opposite 10 School Road, the communication on the matter from NCC was noted. As a quote for cutting the grass was awaited from the Council's contractor, it was **resolved** to defer the matter until the next ordinary meeting.

Chairman's signature:

03. Correspondence about the impact of the COVID-19 pandemic on Highways Rangers was noted.
04. A road closure notice affecting Gravel Bank was noted.
05. There were no other matters reported.

20.029. Finance

01. The following bank balances as 01 February 2021 were noted: Treasurer's Account £3,000.00; Business Instant Access £30,919.06; Unity Trust £1,135.60; Total £35,054.66.
02. It was **resolved** to approve the January bank reconciliation.
03. It was **resolved** to approve payments to 01 February 2021 as below. Cllr McManus and Cllr Rayner agreed to authorise bank payments.

Payee/Payer	Transaction Description	Net £	VAT £	Gross £
Clerk	Salary January - SCP 22	607.64	-	607.64
Clerk	Home office allowance		-	
Clerk	Adobe Acrobat subscription contribution			
	Total	634.76		635.60

04. Given that Cllr McManus would soon no longer be a resident nor landowner in the Parish, and therefore would lose his qualifications for being a Parish Councillor, it was **resolved** to remove him as a bank signatory, and for Cllr Corrigan-Davies to be set up in his place. To be ratified at the next ordinary meeting.
05. The following receipts were noted: bank interest £13.78.

20.030. Planning applications

01. 20/01980/O: Outline application for proposed semi-detached houses at land between 89 & 93 High Road, Tilney cum Islington. It was **resolved** to support as in keeping with the street scene.

20.031. There were no planning decisions reported.

20.032. The following general correspondence was noted:

01. Regarding a request to sign an Armed Forces Covenant, it was **resolved** to defer the matter to the next ordinary meeting to allow members to consider the document in more detail.
02. The latest NALC Coronavirus update was noted.

20.033. It was **resolved** to donate £200.00 to the local Community First Responders as allowable under the Local Government Act 1972, s. 137. The clerk was to contact the chairman for recipient information.

20.034. Borough and County Council matters.

01. Information about CIL funding applications and relevant Borough Council governance documents was noted.

20.035. Regarding the preparation for undertaking a neighbourhood plan it was **resolved** to defer the matter until the next meeting, noting that an extraordinary meeting to discuss the matter might be required.

20.036. Next meeting

01. It was **resolved** that the next remote meeting was to be held via Zoom.
02. The clerk was to ensure all hyperlinks to the meeting were correctly directed.

20.037. In accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2), it was **resolved** to move into closed session.

20.038. Following a discussion regarding options and their implications, it was **resolved** to take no further action at this time regarding neglected land at Spice Chase.

The chairman closed the meeting at 20.14 hrs.