

T.J. Webster
11/7/17

FLORDON PARISH COUNCIL

Draft minutes of the Annual Parish Council Meeting held at St Michaels Community Centre on Monday 8 May 2017

Present: Cllrs Tim Webster, Pam Harvey, Jimmy Lockhart, John Dyer, Janice Holmes, David Harrison

Attending: District Councillor Phil Hardy

1 To elect the Chairman and other officers of the council

- a Cllr Webster was nominated as Chairman by Cllr Harrison and seconded by Cllr Holmes. Cllr Webster accepted the nomination and was elected unanimously
- b Cllr Barnes was nominated as Vice-Chair by Cllr Webster and seconded by Cllr Harvey. Cllr Barnes was elected unanimously in her absence.

Tree Warden report: none

Public Comment: none

County Councillor's report: none

District Councillor's report: none

2 Apologies for absence: Cllr Ann Barnes, County Cllr Colin Foulger

3 Declarations of Interest: none

4 Minutes of Meeting 13 March 2017:

Item 10: an additional paragraph needs to be added regarding Cllr Lockhart's meeting with Mr Ball and his complaints about portions of his garden collapsing, rodent damage to his riverbank, a collapsing tree and the lack of notice given to him before the dredging work.

Item 10: the total cost to the PC was quoted in the minutes as £964.13 and this should be corrected to £1066.30.

The clerk will correct these items and reprint for signature by Cllr Barnes (who chaired the meeting on 13 March).

5 Matters arising from the previous minutes:

- a Item 9: Cllr Lockhart has spoken to the PCC regarding churchyard maintenance: this is ongoing.
- b Cllr Foulger had indicated he would follow up the issue of the weight limit through Flordon - to be added to next agenda.

6 Finances:

- a bank balances as at 31 March 2017 noted as follows:

current account	4550.33
savings account	892.12
total	5442.45
less u/p cheques	815.00
cashbook balance	4627.45

b The following were approved for payment (proposed Cllr Harrison, seconded Cllr Holmes and agreed by all)

Gerry Ireland	(Broadland work)	1008.00
AON UK Ltd	(annual insurance)	365.80
Westcotec Limited	(SAM2)	3873.60

c Barclays have received our request for online banking but have not sent the authorisation card or card reader. They say this will do this in the near future.

TJ. Webster
11/7/17

7 Internal and External Audits

The internal auditor who stepped in to complete the internal audit last year has already done some work on the internal audit in order to present the full figures to the council. It was proposed that she be asked to complete this year's internal audit. The figures for audit - the bank reconciliation, the receipts and payments sheet, and Sections 1 and 2 of the Annual Return were examined and approved by the council (proposed Cllr Lockhart, seconded Cllr Holmes and agreed unanimously).

8 Planning:

- a no new applications in the SNDC system
- b District Cllr Hardy continues to look into the planning complaints procedure
- c Cllr Webster has spoken to the person who raised concerns about the land north of Station Road and the problem has been dealt with.

9 Highways:

- a Speedwatch update: deferred to next agenda.
- b SAM2 update: the cheque will now be posted to the manufacturers, and the invoice copied to Norfolk County Council so that they can process the payment of their proportion to Flordon PC.
- c Trod path update: The incoming Highways Engineer, Robert West, met Cllr Harrison on site. He agrees that the surface needs attention and he will look into the alternatives and come back to Cllr Harrison - ongoing.

10 Village Sign: this is ongoing and will be added to the next agenda.

11 Broadwater update:

- a Cllr Lockhart attended a site meeting with representatives of the Environment Agency, Natural England, the Inland Drainage Board (IDB) and South Norfolk District Council, regarding the work recently carried out at Broadwater. The PC had not previously been aware that Natural England believed that the work would affect water levels in the adjacent Site of Special Scientific Interest (SSSI). Natural England have said that water levels would have to be monitored for possible permanent damage. Cllr Lockhart explained the reasons for the work being carried out and the history of local flooding problems. The PC will have to inform all parties involved of any future work in the area.
The IDB expressed no interest in taking over future maintenance work.
- b Cllr Lockhart will cut back overgrowth on the common.
- c Funding - the PC will put aside £600 at each annual budget towards future work at Broadwater.

12 Correspondence: the following were noted:

- emails regarding CIL funds (which can now be reported as spent)
- email regarding land north of Station Road (now resolved)
- correspondence regarding SAM2 (to be circulated)
- correspondence regarding insurance renewal
- email from PCSO Sore - PCSOs will no longer be attending PC meetings (Clerk will draft a letter to Norfolk PCC and will circulate to councillors)

13 Items for the next agenda/AOB

- as noted above
- Mrs London's land

14 Date of next meeting:

Monday 10 July 2017 at 8.00pm