

Flordon Parish Council

Draft Minutes of the Parish Council Meeting held at St. Michaels Church Community Centre on Tuesday September 19th 2023 at 8pm

Present: Cllr Tim Webster [Chair], Cllr David Harrison [Vice Chair], Cllr Sally Phillips, Cllr Cynthia Hill and Cllr Simon Harvey. Nigel Bailey Parish Clerk

In Attendance: Two members of the public

District Councillors Report: Received by email and circulated.

Public Comment: Overgrown nettles along highway verge on The Street. Rubbish in a ditch. Overgrown hedgerow along proposed development site.

Apologies: District Cllr I Spratt

34 Declaration of Interest: None

35 Minutes of the Meeting held on 18th August 2023: Resolved to approve without amendment. Cynthia Hill was thanked.

36 Matters Arising: Declarations of Interest on the SNC were out of date.
ACTION: Parish Clerk

Cllr Harrison updated on the car park repairs which had previously been approved and would start soon.

37 Co-option of Councillors: Nominated were Cynthia Hill and Simon Harvey who were both present and were unanimously welcomed as Parish Councillors.

Cllrs Cynthia Hill & Cllr Simon Harvey signed a Declaration of Office. SNC maintains and publicises the Register of Interests. This can be completed and returned at a later date, but must arrive before the deadline. ACTION: Parish Clerk to send form for return to SNC.

Note: Correspondence to Parish Councillors is sent electronically unless otherwise requested.

38 Declaration of Interest - new Parish Councillors - none

39 Finances:

a Noted the latest Bank Balance as of 30th July 2023

Community Account £3,563.16

Savings Account £9,039.35

Total £12,602.51

Latest statements were unavailable whilst the Clerk's online access application was pending.

b Payments Authorised:

N Bailey 15.5 hrs @ approved hourly rate - payslip to be generated

Admin expenses re-payable to N Bailey (envelopes, copier paper and stamps) £25.54

B&Q for padlock £10.50

Playsafety £98.40

NALC Payroll Services £48

40 To review the Financial Regulations

The Parish Clerk circulated the current FPC and model NALC version. A query was raised over quotes and approval for larger works. Use of locally based contractors was desirable and exemptions can apply for urgent work and in some other circumstances. Parish Clerk to recommend alterations for the next scheduled meeting. ACTION Parish Clerk.

41 Nalc Payroll Services.

RESOLVED to approve use of the services at £96 per annum with £48 due for the period October 2023 to March 2024 - £8 per month .

42 Planning - None

43 Community Infrastructure Levy Report of unspent receipts held by SNC - RESOLVED to approve and return report to SNC. ACTION: Parish Clerk. Noted and ideas around use were discussed. Grit Bins, Notice Boards, Play Equipment and Benches were normally within the criteria.

44 Grit Bins

RESOLVED to use CIL funds to purchase three yellow 90 litre Grit Bins from Glasdon as per quote circulated. Total £361.83 plus VAT. Chairman agreed to take delivery and install. Noted: NCC refill them twice during winter months at no charge to FPC. ACTION: Parish Clerk

45 Improvements to the play area.

CIL funds mentioned earlier could be used and grants obtained. Jimmy Lockhart had been busy but would attend to play equipment report recommendations.

46 Location of new bench.

RESOLVED to further progress a location on Long Lane overlooking the valley. Feasibility and consents are required. ACTION: Parish Clerk

47 Parish Notice Board

RESOLVED to seek prices for a composite rubber style with consideration given to a lower level design. ACTION: Parish Clerk

The Parish Clerk advised members that the website required a considerable amount of work to improve the information available.

48 SNC Formal Consultation - Public Spaces Protection Order - Vehicle Related ASB

RESOLVED to support the initiative. ACTION: Parish Clerk

49 Ideas for NCC Parish Partnership Bids (50% Grant Funded)

None to progress. Last year village gateways were approved but have not been installed yet. ACTION: Parish Clerk

50 Correspondence - None

51 Items for next agenda

Draft 24/25 Budget Repair or replace Notice Board.

52 RESOLVED to start meetings at 7:30pm. Next meeting on Tuesday 21st November 2023

53 RESOLVED to pass a resolution to exclude the press and public from the meeting under the Public Bodies (Admissions at Meetings) Act 1960 on the grounds that it is not in the public interest to disclose discussion on the items below due to the discussions relating to contracts/staffing

54 All members of the public left the meeting.

55 Parish Clerks Contract of Employment

RESOLVED to approve the contract which was duly signed by the Chairman and Employee

56 Bank Mandate Signatories

Additional Parish Cllrs can be added after the correspondence address had been changed. Former serving Parish Councillors will be taken off the mandate.