

**Minutes of Deopham and Hackford Annual Parish Council Meeting
in the Galix Hall on Wednesday 12th April 2017**

Present :

Councillors : Jackie Phoenix
Chris Biggs

John Chilvers

Cllr. Yvonne Bendle (South Norfolk DC), Cllr. Margaret Dewsbury (Norfolk CC)

Parish Clerk : Rowena Harkness

Parishioner : Michael & Kathleen Flowerday

In the absence of the Chair, the meeting was chaired by Jackie Phoenix – Vice Chair

1. **Apologies** - Martin Skidmore, Chris Coath, Jayne Allen, Mark Howard

2. **Declarations of Interest in items on the agenda**

2.1 There were no declarations of interest.

3. **Minutes of Previous Meeting**

3.1 The minutes of the meeting held on 8th March 2017 were agreed as a correct record.
Proposed John Chilvers, seconded Chris Biggs.

4. **Matters Arising**

4.1 Approval for planning application for 3 Church Lane, Hackford, – proposed extension and alterations to existing dwelling - has been given.

5. **Correspondence**

5.1 Letter from Norfolk County Council Highways re the reorganisation of the local Highways Maintenance Teams. There are now 3 teams divided into 10 sector teams headed by a local Highway Engineer. We are in the south team headed by Grahame Bygrave and in South Team 2 with Robert West as our Highway Engineer. He has sent an email introducing himself and says he has lived and worked in South Norfolk for a number of years. He has asked us to report highway matters and defects through the central e.mail address (highways@norfolk.gov.uk) or via the website but is happy to have a quick query/question through his own email. The Parish Clerk has already noticed some of the issues previously reported are being inspected/work done so hopefully it is a positive sign.

5.2 Letter from Local Government Boundary Commission re final recommendations for South Norfolk District Council. They propose that South Norfolk's 46 councillors should represent 5 three councillor wards, 10 two councillor wards and 11 one councillor wards. Our ward remains the same – Hingham & Deopham - with 1 councillor, currently Yvonne Bendle.

5.3 The only other correspondence – the details of Norfolk Playing Field Association Summer party in June - was circulated around the table.

6. **Finance**

6.1 The account balances as at 18/3/2017 were £333.07 in the current account and £1,771.48 in the deposit. There is one unrepresented cheque and the rent cheque from Morley YFC was paid in and so the reconciled balance is £263.03. This means that the balance to carry forward into the new financial year 2017/18 is £2034.51

6.2 The payment of £582.37 to the Parish Clerk for salary and expenses 1/1/17 – 31/3/17 was approved. Proposed John Chilvers, seconded Chris Biggs.

6.3 The payment of £135.68 to Norfolk Association of Local Councils for the annual membership 2017/18 was approved after some discussion as to the value for money it provides and whether membership is worth it. The Parish Clerk said that it was covered in

the budget and had only increased by £6 from last year. Proposed John Chilvers, seconded Chris Biggs.

6.4 The payment of £20 to Community Action Norfolk for membership for 2017/18 was approved – after a similar discussion to above. Proposed Jackie Phoenix, seconded Chris Biggs.

6.5 The transfer of £1000 from the deposit to the current account was approved. Proposed Jackie Phoenix, seconded John Chilvers.

7. Planning

7.1 No Planning applications have been received.

7.2 There is no update on the proposed application by Richard Long for an anaerobic digestion renewable energy unit on land off Morley Lane, Morley St. Botolph. There are still objections being submitted. As soon as a date for the Committee where it will be discussed is known the Parish Clerk will let people know.

8. Deopham Playing Field

8.1 Yvonne Bendle has been unable to arrange a meeting with Gary (SNC Play Officer) due to his commitments but she will continue to chase.

9. Rix Trust – Appointment of new Trustee

9.1 The Parish Clerk explained that Mike Flowerday, one of the Parish Council appointed Trustees (who also acts as Clerk to the Trustees) needs replacing as he has served two terms of 4 years. Mike Coe who lives in Deopham has indicated he would be willing to be appointed as a Trustee. Michael and Kathleen Flowerday (who is also a Trustee as she is churchwarden) were present at the meeting as there was some confusion as to why the Parish Council were appointing a Trustee who would also be Clerk of the Trust. The Parish Clerk explained that historically it appeared that one of the Trustees appointed by the Parish Council had served as Clerk – eg Roger Heptinstall, Gavin Drake, Mike Flowerday – but that the Governing Document didn't make it clear as to who should be the Clerk.

She suggested that at the first meeting of all 5 Trustees – Rev. Colin Reed, Kathleen Flowerday, Angela Phoenix, Jackie Phoenix and Mike Coe – they could decide who would take on the Clerk role.

It was agreed that Mike Coe be appointed as the Parish Council appointed Trustee. Proposed John Chilvers, seconded Chris Biggs.

The Parish Clerk will write and confirm his appointment and clarify that he is being appointed as Trustee and then the Trustees will decide on who is best able to be clerk.

Mike Flowerday handed over a box and bag of bookwork and records and has provided an up to date account of the finances which it was agreed should be presented to the Parish Annual Meeting in May.

It was proposed and agreed that a big vote of thanks is given to Michael Flowerday for all the work he has done for the Trust over the last 10 + years.

10. Any Other Business

There was none.

11. **Date of Next Meeting** Wednesday May 10th 2017, 7.30pm.

There being no further business the Chairman declared the meeting closed at 8.15pm.