

DEOPHAM & HACKFORD PARISH COUNCIL

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Minutes of the Council meeting on Wednesday 1st December 2021, 7.30pm at Gralix Hall

Cllrs present:

Jacky Phoenix – Chair (JP), Chris Chorley (CCh), Catherine Grand (CG), Chris Biggs (CB),

Cllrs absent:

Martin Skidmore (MS), Chris Coath – Vice Chair (CC), Nick Hindley (NH), Cllr Yvonne Bendle (YB), Cllr Margaret Dewsbury (MD),

Other:

Jordana Wheeler (Clerk). There were no members of the public present.

1. To receive and accept apologies for absence
 - 1.1. Apologies were received and accepted from MS and CC. NH was absent.
2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - 2.1. CCh declared an interest in item 9.1 as a member of the Deopham STAR group. As this was just an information update no dispensation was required.
3. To approve and sign the minutes of the Parish Council meeting on 3rd November 2021
 - 3.1. The minutes of the meeting held on 3rd November 2021 were received and read by Councillors prior to the meeting. The Council **RESOLVED** to approve the minutes.
4. To report on progress of matters arising from previous meetings and review the action log
 - 4.1. The commemorative plaque for the pandemic has been received. JP will arrange for it to be displayed in Gralix Hall.
 - 4.2. The key for the pavilion has not yet been returned by the football club. The club claims to have returned them by post. The Council agreed no further action would be taken.
 - 4.3. Councillors from 2 local councils would like to join Councillor training in the New Year. The Clerk will identify potential dates for March 2022.
5. Finance - To receive the bank reconciliation for October-November 2021 and approve the following payments:

The Clerk confirmed the grant of £450 received earlier in the year via Cllr Yvonne Bendle would cover the majority of costs for the bench payment. The Council reviewed the bank reconciliation, there were no queries. The Council **RESOLVED** to approve the payments.

	Description	Cheque Number	Amount
5.1	KBS Depot Ltd – Bench for playing field	100625	£544.80

Draft minutes until approved at the Parish Council meeting on Wednesday 2nd February 2022
Chairman Signature: _____ Date: _____

6. To approve the budget and precept for 2022-23
 - 6.1. There is a draft increase in the tax base on 2 allowing for some adjustments to the draft budget. Increases have been made to office expenses and general maintenance costs. The proposed precept for 2022-23 is now £7875. For a Band D property this will be 0% increase overall. The Council **RESOLVED** to approve the budget for 2022-23. The Council **RESOLVED** to agree a precept of £7875 for 2022-23.
ACTION – Clerk to add entry to the next issue of The Net explaining the precept for 2022-23.
 - 6.2. The condition of the noticeboard at Deopham Green was discussed. It has significant rot and is overgrown by the hedge.
ACTION – Clerk to obtain quotes for a replacement noticeboard.

7. To receive an update on the play area project and consider any actions
 - 7.1. JP noted 3 out of the 4 requested quotes had been received for the play area. They are in the region of £50,000. 1 quote for the car park had been received, 2 other companies are being contacted. The car park is expected to be in the region of £10,000. Additional quotes for the new fencing are also being obtained. Planning permission for the larger access to the car park is required before final quotes can be obtained.
The Council **RESOLVED** to apply for planning permission (including associated costs) to widen the entrance to the field (for access to the proposed new carpark). CCh to assist the Clerk in preparing the application.
 - 7.2. The use of the Playing Field Development Fund towards the project was considered. This fund was previously created to help fund general items for use by the whole village (e.g. new chairs and tables for Gralix Hall). The Clerk suggested the naming of named reserved funds should be considered to make it clearer, so that total funds held for the play area project can be clearly stated. This will be required when making applications for grants for the project.
ACTION – Add to next agenda to consider the purpose of named reserved funds and rename where required.

8. To appoint a trustee to the Hackford Fuel Allotment Charity
 - 8.1. The Clerk noted the appointment was to fill a casual vacancy for trustee which has arisen. The Parish Council are responsible for appointing trustees under charity law. The appointment will be until June 2022, when trustees will be appointed for the next 4 year period. The Council **RESOLVED** to appoint Matthew Chilvers as trustee to the Hackford Fuel Allotment charity.

9. Correspondence
 - 9.1. Update from Deopham STAR – CCh provided an update on progress with many actions being postponed due to the pandemic. A survey of local residents was completed in 2021 and allowed for an expression of interest to be made to the Heritage Lottery Fund to apply for a grant for approx. £500,000. The group now have a year to formulate a full application. The grant will be used to make repairs to the building so that it can be used by the whole community, as well as a place of worship. Repairs are being made to the buttresses via a separate grant.

10. Opportunity for public participation

10.1. There were no members of the public present.

11. To confirm the date of the next meeting

11.1. The next Council meeting will take place at Gralix Hall on Wednesday 2nd February 2022, 7.30pm. The press and public are welcome to attend. Please note there is currently no meeting scheduled for January 2022

The public meeting closed at 8.15pm.