

**Minutes of Deopham and Hackford Parish Council Meeting
in the Graix Hall on Wednesday 10th January 2018**

Present :

Councillors :
Martin Skidmore Jackie Phoenix
Chris Biggs, Chris Coath

Parish Clerk : Rowena Harkness

Parishioners : Bruce Catmur

1. **Apologies** - John Chilvers, Mark Howard, Jayne Allan, Cllr. M. Dewsbury – Norfolk County Council, Cllr. Y.Bendle - South Norfolk District,

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 13th December 2017 were agreed as a correct record. The draft minutes which had been previously circulated with the agenda had been amended to more accurately reflect the comments made by Cllr. Dewsbury in point 9.2. The word 'outrage' was also changed to 'disgust'. Proposed Chris Coath, seconded Chris Biggs

4. **Matters Arising**

- 4.1 Ivy Bungalow Farm, Victoria Lane, Deopham, NR18 9DU (App.No 2017/1383) – proposed redevelopment of Ivy Farm. Nothing new to report.
- 4.2 The Highway Rangers and the NCC Highway Engineer had been sent the issues raised in point 5.1 and 9.1 of the minutes.
- 4.3 Jackie has spoken with the members of the Rix Trust (all apart from Rev. Colin Reed) who are all happy for Martin to tell his solicitors to proceed with drawing up a new lease. It was agreed that the lease will be between the Rix Trust and the Deopham Community Association. The Parish Clerk will work on drawing up a constitution for the Community Association.
- 4.4 The application for prior determination notification of a proposed change of use of agricultural building to residential at the Barn adjacent to Hill Farm, Morley Road, Deopham has been approved.

5. **Correspondence**

- 5.1 Correspondence was circulated around the table including a letter from Greater Norwich Local Plan re consultation details for the broad housing numbers required to 2036 and advance notice of the South Norfolk Council Big Litter Pick 2018.

6. **Finance**

- 6.1 The account balances as at 18/12/2017 were £705.82 in the current account and £2,044.88 in the deposit. There are two unrepresented cheques and so the reconciled current account balance is £329.87. The deposit balance is as above.
- 6.2 The payment of £544.07 to the Parish Clerk salary and expenses for 1/10/2017 – 31/12/17 was approved. Proposed Jackie Phoenix, seconded Chris Biggs.
- 6.3 The donation of £150 to High Oak Parochial Church Council as a contribution towards the upkeep of the two churchyards at Hackford and Deopham was approved. Proposed Chris Biggs, seconded Jackie Phoenix.

- 6.4 The transfer of £500 from the deposit to the current account was approved. Proposed Jackie Phoenix, seconded Martin Skidmore.
- 6.5 The Parish Clerk reported that a donation of £120 has been received from Mandy Rostrun on behalf of the Fell, Dales & Exmoor Group who held a pleasure ride around Deopham and Morley on October 1st. Despite a low turnout due to horrible weather and another local ride at Hethel, with some donations from local horse owners, the sum of £120 was raised to go towards the Playing Field fundraising. The meeting wish to record their thanks to the organisers and also the landowners who allowed them access onto their land.
- 6.6 Parish Council's Precept Requirement for 2018/19
- 6.6.1 The Parish Clerk had circulated the financial projections to March 31st 2018 and the budget estimates needed for 2018/19. The projections for end March 2018 show a surplus of **£48.72** approx and so projected balance of funds to take over into 2018/19 = £2083.
- 6.6.2 The budget estimates show that the Parish needs approx **£5780** – which is based on a very realistic budget with less money for donations and a reduced contract amount with Norse for the playing field grass cutting.
- 6.6.3 The only projected income for 2018/19 is the repayment of the VAT approx £302 as there is no rent from the hire of the playing field by footballers. So total other income = **£ 302**
- 6.6.4 So the amount needed from the precept process is £5780 - £302 = **£5478** approx.
- 6.6.5 The precept is the money collected by South Norfolk Council through the Council Tax and given to the Parish Council. The Revenue Support Grant from central Government to South Norfolk Council has been reduced and so the council is reducing the overall amount of Council Tax Support Grant to parishes from £107,440 to £54,365. This funding has been allocated to parishes in the same way as previous years based on the extent to which Council Tax support reduces the tax base for each parish/town next year.
- 6.6.6 The precept amount is divided by the tax base of the parish to arrive at the Band D charge – each of the bands A – H are calculated as a proportion of the Band D charge.
- 6.6.7 The tax base is a measure of the taxable capacity of the Parish – it takes into account the number of exempt properties, anticipated growth in new properties, number of properties subject to discounts, the estimated collection rate and an equivalent to the estimated level of Council Tax Support provided to residents.
- 6.6.8 The Tax base for Deopham & Hackford for 2018/19 has been set by South Norfolk Council at **205** (it was 207 last year)
- 6.6.9 The grant from SNC for Deopham & Hackford for 2018/19 is £67 (it was £102 last year).
- 6.6.10 The Parish Clerk circulated figures showing the implications of the Parish Council asking for a precept of:
- Option A - £4433 (with the grant of £67 this would be **£4500**) and would mean a band D council tax charge of £21.62 – which will show on the council tax bill as a – 4.16% decrease or 94p a year less than last year.
- Option B - £4683 (with the grant of £67 this would be **£4750**) and would mean a band D council tax charge of £22.84 – which will show on the council tax bill as a 1.24% increase or 28p a year more than last year.
- Option C - £4933 (with the grant of £67 this would mean **£5000**) and would mean a band D council tax charge of £24.06 – which will show on the council tax bill as a 6.6% increase or £1.50p a year more than last year.
- Option D - £5,433 (with the grant of £67 this would mean **£5,500**) and would mean a band D council tax charge of £26.50 – which will show on the council tax bill as a 17.5% increase or £3.94 a year more than last year.

Option E - £4,624 (with the grant of £67 this would mean **£4691.80**) and would mean a band D council tax charge of £22.56 – which will show on the council tax bill as 0% increase.

The Parish Clerk also circulated a history of the Precept amounts over the last 5 years which shows that the Parish Council has kept the precept as low as possible. The Band D charge for the previous 2 years was £22.56 and the 2 years before that it was £21.52.

6.6.11 During the discussion the point was made that by not regularly raising it each year by small amounts means that now in order to raise enough money to cover the budget the precept will have to be raised by what would appear to be a large %.

6.6.12 After some discussion it was agreed that the Parish Council Precept will be set at **£5433** (Option D above) – which will mean that with the grant of £67 the overall income will be £5,500. This is enough to cover the proposed budget but will show as a 17.5% increase on the council tax bills. However the % figure is very misleading as the actual increase in monetary terms is £3.94 a year which works out to 39p a month. Proposed Chris Coath, seconded Jackie Phoenix and agreed by all.

6.7 Budget Monitor 3 – shown as column 2 (actual spend at 31/12/2017) on the financial projections document circulated – was noted.

7. Planning

7.1 The Old Kings Head, Kings Head Lane, Hackford, NR18 9HS – Proposed erection of garage to include ancillary accommodation (App. No. 2017/2788).
After looking at the application drawings and some discussion it was agreed that the Parish Council had no views or comments about the application.

8. Deopham Playing Field

8.1 Nothing to report.

9. Any Other Business

9.1 The Parish Clerk has received confirmation from the South Norfolk Enforcement Officer that he is investigating the 'business' which is being run from the yard/premises at the White House Farm site, Church Lane, Hackford.

10. **Date of Next Meeting** Wednesday 14th February 2018, 7.30pm.

There being no further business the Chairman declared the meeting closed at 8.30pm.