**AYLMERTON PARISH COUNCIL**

**MEETING OF THE PARISH COUNCIL**

**MINUTES**

**13th November 2018**

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The meeting commenced at 7.35pm

Present - Councillors: K Rounce (Chairman) P Fisher, John Lynes, T Williams, G Medler

In Attendance: 5 Members of the public, Clerk Patsy Adams.

1. **APOLOGIES FOR ABSENCE** Cllr Sarah Butikofer
2. **Declarations of interest and requests for dispensations** Cllr Fisher Item 9c.
3. **MINUTES OF THE MEETING HELD ON 11TH September 2018–** Approved
4. **PUBLIC PARTICIPATION** The Chairman proposed that item 9c be moved to Item 4 - public participation and this was agreed by the Members**. 9c -** To discuss the parking issues on The Street **-** A member of thepublic had previously distributed documents to the Parish Council members and the Clerk explaining the issue and the history. Cllr Fisher and two members of the public raised the issue of ownership and rights to park on a section of land on The Street known as ‘The Green’. After much discussion members instructed the Clerk to investigate ownership and status of the land. The Clerk was asked to report back at the next meeting. No further comments were received by the Members of the public on any other matters.
5. **COUNTY AND DISTRICT COUNCILLOR REPORTS –** The Chairman read out a report previously submitted by Cllr Butikofer.
6. **VILLAGE FOOTPATH REGISTRATION** The Clerk informed the meeting that no further news had been received regarding the registration of Red Barn Lane. Cllr Williams suggested that a committee be formed to formulate a step- by -step plan of action. Cllr Fisher proposed and this was seconded by the Chairman, Cllr Rouse. It was **agreed** that the committee would not form part of the General Purposes Committee. Cllr Williams asked Members of the public to join him on the committee.
7. **WORKS AND GENERAL PURPOSES COMMITTEE – To receive an update** Cllr Fisher informed the meeting that he had the post for the allotment entry gate but would need help to install it. The members went on to discuss the fallen tree on the allotments and agreed to form a working party to resolve (date to be confirmed). It was agreed that a litter pick would take place in the new year. Cllr Fisher handed the completed life ring and throw line inspection sheet to the Clerk.
8. **THE ALLOTMENTS – To receive an update: See item 7.** The Clerk informed the meeting that a plot had become vacant and that another allotment holder has asked whether they could move from their existing plot to the vacated one and this was approved. The Clerk informed the meeting thatshe had received a request for a plot and it was AGREED that the plot vacated should be offered accordingly. The Clerk asked for a closed session at the end of the meeting to discuss a legal matter regarding the allotments.

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1. **NEW MATTERS FOR CONSIDERATION**
2. To receive the resignation of Mrs Arnold in respect of Bus Stop floral decorations. The Members were very sad to hear that from next summer Mrs Arnold would no longer continue to decorate the bus shelter with seasonal arrangements. The Members agreed that Mrs Arnold has made a very significant contribution to the community and asked the Clerk to convey the Parish’s thanks.
3. To discuss the future of the Bus Stop floral decorations. It was agreed that this matter would be discussed at the January meeting along with a general discussion on how members believed the most effective means of communicating with the village for the future should proceed.
4. To discuss the parking issues on The Street. See item 4.
5. **Governance and Financial Matters:**
	1. ***To consider the bank statement, the bank reconciliation and the budget monitor .***
	2. ***To authorise the payment of invoices from the Parish Council’s accounts:***

***The Clerk’s Salary& Expenses:***

***Salary £355.86***

***HMRC £1.20***

***Administration Expenses: 28.03***

***Home Office Allowance £30.00***

***Mr L Delbridge – Bird Seed (as agreed at the last meeting) £28.50***

* 1. **To ratify payments made between meetings:**

***The National Trust (Allotment Rent) £340.00***

***Bus Stop Floral Decorations £69.35***

After consideration the payments were approved and signed accordingly. The payments will be made online with the exception of the payment to HMRC. A cheque was signed to HMRC.

**To consider the Budget proposals previously circulated and agree the precept for 2019/2020.** After consideration Members agreed that there would be no further increase in the precept. The Precept for 2019/20 will therefore, remain at £7100.

1. **CORRESPONDENCE –** To consider correspondence received list:
2. Gift from NNDC
3. NALC AGM
4. Mental Health Services Review
5. AONB Film Screening at Wells
6. Childrens Service Consultation
7. Winter Health
8. NALC Newsletter November 7th
9. Request for donation from North Norfolk Community Transport

To Consider correspondence received after the publication of this agenda. The Clerk informed the meeting that the Leader of North Norfolk District Council had sent a gift of poppy seeds to commemorate the centenary of WW1. The Clerk was asked to thank the

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Leader for this very thoughtful gesture. The Chairman thanked Cllr Medler for preparing the ‘pillbox’ for the commemoration.

No further comments were received.

1. **PLANNING –**
2. **FEEDBACK** from the Planning Meeting about the New Local Plan for 2016 – 2018 (information previously circulated).
3. **Applications received: PF/18/1500** Greenacres, Sandy Lane. Revisedapplication**. PF/18/1885** Rodavia, Church Road, Aylmerton**.**
4. **Applications responded to between meetings:**

**PF/18/1500** Raising of roof to create first floor and erection of two storey extension. Greenacres, Sandy Lane, Aylmerton **No objection**

**PF/18/1885** Erection of single-storey detached annexe, Rodavia, Church Lane, Aylmerton. **Objection**

1. **Applications Decided by the Planning Authority: None**
2. **HIGHWAYS**
3. **HIGHWAYS** update and to report any further highways matters

**Temporary Traffic Orders –**

1. **Cromer Road to Metton Road** (installation of new water main) 26th November to 14th December
2. Cromer Road to Metton Road (installation of new water main)19th November – 23rd November

Cllr Fishes handed a list of matters outstanding to the Clerk.

1. **To report matters that have arisen since the publication of this agenda.** As detailed in the minutes
2. **Items for the next Agenda** as detailed in the minutes.
3. **Next meeting:** 8th January 2018
4. **Close.** There being no further business the Chairman closed the meeting at 8.57pm. There followed a closed session regarding the allotments.