**AYLMERTON PARISH COUNCIL**

 **PARISH COUNCIL MEETING**

**MINUTES**

**14th September 2021**

**Attendees: Cllr R Bacon (Vice-Chairman), Cllr R Fuke, Cllr J Lynes , M Williams**

**In Attendance: P Adams (Clerk)**

**aylmertonpc.norfolkparishes.norfolk.gov**

**All minutes are draft until approved at a subsequent meeting**

**Meeting began at 7.00pm**

1. **APOLOGIES FOR ABSENCE** None
2. **Declarations of interest and requests for dispensations** Cllr Bacon and Cllr Lynes declared an interest on item 8.
3. **MINUTES OF THE MEETING HELD 12th August 2021 –** Considered and approved.
4. **PUBLIC PARTICIPATION**. **The public participation session lasts for 10 minutes - 2 minutes per person.** No members of the public in attendance**.**
5. **POLICE REPORT previously circulated**. Cllr Bacon (Vice Chairman) asked the Clerk to contact the police to find out what the results were of the recent speed campaign conducted in the village.
6. **TO RECEIVE AN UPDATE ON ITEMS FROM THE PREVIOUS AGENDA**
	* 1. **The Lawn Mower**. After much discussion it was agreed to make a final decision about this matter at the next meeting.
		2. **The Village Hall.** The Village Hall Trustees have leafleted the village advertising Trustee Vacancies. Cllr Bacon informed the meeting that it is his intention to attend**.**
		3. **The Noticeboards**. This matter was deferred until the next meeting
		4. **The Village Pond.** The Clerk informed the meeting that the owner of the Pond has agreed to terminate the Bare License with immediate effect if the pond platform and signage can remain. The Heras fencing will be removed. After consideration and on a proposal from Cllr Lynes members agreed to the proposal and instructed the Clerk accordingly. Cllr Bacon (Vic Chairman) confirmed that he will remove the fencing at the end of September when the Glamping site is due to close.
		5. **The Glamping Site.** Cllr Williams informed the meeting that the site, has been quiet and there has been no issues with light pollution or traffic. Cllr Williams confirmed that the date for closure will be the 29th September.
		6. **The Bus Shelter** The quotes have not yet been received. Cllr Fuke will contact another local builder. This matter will be considered again at the next meeting.
7. **THE PARISH PARTNERSHIP SCHEME.** Members discussed a speed camera but agreed that, before proceeding further, advice needs to be sought as to the most suitable location. The verges in Aylmerton are narrow and additional equipment may hinder visibility and a safe haven for pedestrians. The Clerk was instructed to seek advice and report back at the next meeting.
8. **THE ALLOTMENTS – To receive an update from Councillor Ron Fuke and to consider:**
	* 1. **Allotment Rents for 2022/23.** Members considered this matter at length. Currently there is a contingency fund in the budget of £1000. This money has been allocated over time from the precept, not the allotment rents, which are frequently in deficit. (basic costs are not met from the rent). Members agreed this is unacceptable and therefore, the rent will be increased by a level of £13 per plot from November 2022. Over a four year period this money will be paid into the allotment contingency and the money previously allocated to the contingency from the precept will be returned to general funds. Once recouped the additional sum will act as a fund to pursue allotment projects. Cllr Williams proposed and Cllr Fuke seconded.
		2. **The Barbed Wire Fence.** After consideration of the advice from the British Horse society, members agreed that the remaining barbed wire on the allotments should be removed. The Clerk was asked to action.
		3. **The Vacant Allotments.** The Clerk confirmed that there are two vacant plots. It was agreed that the plots will be advertised locally. Members suggested the noticeboard, A variety of sites in Cromer and the Next Door App. It was agreed the largest of the plots will be divided with posts and a path down the side of the first plot will be added. Cllr Fuke will re-measure the plots and report back to the meeting in November.

 **PLANNING: To receive an update and to consider new planning applications.** No further matters were considered.

1. **FINANCE and GOVERNANCE**
2. **To consider the Receipts and Payments for July and August 2021.** Proposed by Cllr Lynes and unanimously approved.
3. **To consider the Budget Monitor.** Proposed by Cllr Lynes and unanimously approved.
4. **To consider the following Governance Documents (previously circulated)**

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| *The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed* ***10 minutes*** *unless directed by the chairman of the meeting.* |
| *Subject to standing order 3(f), a member of the public shall not speak for more than* ***2 minutes****. Proposed by Cllr Fuke and unanimously agreed.* |

**Standing Orders – Review existing document. Members considered and agreed that the following items (in bold) should be retained**

1. **Financial Regulations – Review existing document.** Proposed by Cllr Fuke and unanimously agreed.
2. **Freedom of Information Publication Scheme** . Proposed by Cllr Williams and unanimously agreed.
3. **To receive an update from the Clerk on the new Computer.** The Clerk informed the meeting that she has purchased a new computer as previously agreed.
4. **To consider renewal of NSALG Membership.** After consideration Members agreed NOT to renew NSALG membership.
5. **NEW MATTERS FOR CONSIDERATION:**
6. To agree to Update the Asset Register for consideration at the November Meeting. Members agreed to attend a village walk to inspect the assets. The date of the walk will be decided by email before the before the November meeting.
7. **To consider items that have arisen since the publication of the agenda.** Members agreed that each would compile a list of ideas for future village projects for consideration at the next meeting.
8. **HIGHWAYS .** Cllr Williams informed the meeting that she has reported the over grown vegetation on the roadside of the pond and surrounding and obscuring the village signs. Those that aren’t obscured are very dirty. Members asked the Clerk to contact McDonalds again to report the amount of rubbish thrown from car windows.
9. **DATE OF THE NEXT MEETING 9th November 2021**
10. **TO CLOSE THE MEETING**. There being no further business the Vice-Chairman closed the meeting at 8.30pm.