

WOODTON PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Tuesday 6th November 2018 at 7.30pm in Woodton Village Hall

Present: Andrew Weatherley – presiding (AW), Jane Wickstead (JW), Ian Butler (IB), Lorraine Potter (LP), Tricia Gunson - Chairman of Bedingham Parish Meeting (TG) and Yvonne Wonnacott – Parish Clerk (YW).
Apologies: Danny Laskey (DL), Caroline Seaman (CS), Mark Leeson (ML), County Cllr Barry Stone (BS).
Members of the Public: Five.

Item		Action By
2018/79	Chairs Welcome. Apologies: Cllr Laskey, Cllr Seaman, Cllr Leeson and County Cllr Stone.	
2018/80	Declaration of any Interests in items on the Agenda. None.	
2018/81	Approval and signing of the Minutes of the Parish Council Meeting held on 25th September 2018. Minutes were approved and signed by the Chair.	
2018/82	Matters arising from the Minutes of the Parish Council Meeting held 25th September 2018 - not to be covered by specific items on this agenda. None.	
2018/83	Suspension of meeting for Public Participation. <u>Forest School – Suckling Place</u> A representative on behalf of Woodton Primary School advised that they were looking at running Forest Schools for the children commencing in January and asked if it would be acceptable for them to use Suckling Place as the venue. The children would be under adult supervision at all times and the appropriate liability insurance would be in place. The Parish Council (PC) all agreed to this request in principle. A request was made as to whether a log circle seating area could be include in future plans, the PC agreed that this request would be taken into consideration. <u>Church expressed thanks to PC</u> A representative on behalf of the church expressed their thanks to the PC for their kind donation to the grass cutting this financial year and for their assistance with the advertising of Remembrance Sunday.	
2018/84	Report from the County Councillor. Apologies received from County Cllr Stone, no report provided.	
2018/85	Report from the District Councillor. No report provided.	

2018/86	<p>Finance Matters.</p> <ul style="list-style-type: none"> a) Finance and Admin Report with Financial Summaries - Parish Clerk circulated this report prior to the meeting. Report approved. b) Expenditure for approval as per Finance and Admin Report – All expenditure approved, Chair and Vice-Chair signed cheques. Chair advised meeting that Ian Smith had submitted a request to cut the laurel hedge at Ravens Den and to weed kill the cycle track with estimated costs of £40. Chair approved these two items of work. c) Draft budget 2019/20 – As per Finance & Admin report. All agreed with regards to Suckling Place draft budget to be amended to include an increase in insurance, an additional £100 for SNC dog bin emptying charge and £800 general/maintenance costs. The cost of the acquisition of a dog bin would be funded via the grant monies. Parish Clerk to revise budget for December meeting. d) Grass cutting contract / invitation to tender – All approved with the amendment in text re Cycle Track to be changed to “price per treatment”. Parish Clerk to issue tender. 	<p>YW</p> <p>YW</p>
2018/87	<p>Planning Items</p> <ul style="list-style-type: none"> a) Applications received to date: None. b) Decision notices received to date: None c) Parish Councils views on future development – Cllr Wickstead provided summary to meeting of recent Community Led-Plan Workshop 4. Majority of PC felt it was not worth progressing with a questionnaire at present moment in time. Chair recommended that any future discussions with regards to a view going forward would be best after the May elections. d) GNLP Consultation – All agreed no further comments to be submitted with regards to the additional two sites GNLP2100 and GNLP2130. 	
2018/88	<p>Parish Council Elections 2nd May 2019 To be noted.</p>	
2018/89	<p>Ravens Den Chair has liaised with Carlton Rode requesting locations of fitted equipment for site visits, to date still awaiting information. Chair to provide contact details to Parish Clerk for hastening.</p>	AW/YW
2018/90	<p>Community Led-Plan Workshop 4. As per minute ref 2018/87(c). Cllr Potter to attend workshop 5.</p>	
2018/91	<p>SAM2 Cllr Butler advised possibility of purchasing both Langley & Hardley and Hempnall’s share of SAM2, leaving Woodton PC with full ownership. All agreed in favour of offering £200 per share. Cllr Butler to liaise with Parish Councils. Going forward Cllr Potter agreed to assist Cllr Butler with the collection of data and analysis.</p>	IB

2018/92	<p>Suckling Place.</p> <p>a) Update on funding applications – Chair advised of success of securing £8,500, £7,500 from the Awards for All – Big Lottery Fund and £1,000 from the Tesco Bags of Help Scheme. All agreed Parish Clerk to draft application to Mick George Community Funding grant for discussion and approval at December meeting.</p> <p>b) Update on working party with Community Service – Cllr Butler advised successful working party carried out on 30th and 31st October. Upon completion of transfer of land to PC will need agreement in place with Community Service before further working parties can be undertaken. Community Service would be able to undertake the pathways work. All agreed upon completion of transfer of land Sub-Committee to be set up under a PC Councillor and to include parishioners.</p> <p>c) Conveyancing quotes – As per Finance & Admin Report three quotes obtained. All agreed for Sprake & Kingsley to be engaged to oversee the arrangement at fee of £500 plus VAT and a Land Registry fee. Parish Clerk to engage Sprake & Kingsley.</p> <p>d) Website and Outlook articles – All agreed on version to be submitted to Outlook, area to be named as “Woodton Community Wood”. Longer article to be added to website.</p>	<p>YW</p> <p>YW</p> <p>YW</p>
2018/93	<p>B1332 Road Improvements. No further update.</p>	
2018/94	<p>Meeting dates 2019/20 Following meeting dates agreed;</p> <ul style="list-style-type: none"> - 14th May 2019 – Annual Parish and Annual Parish Council meetings - 18th June 2019 - 6th August 2019 - 24th September 2019 - 5th November 2019 - 10th December 2019 - 14th January 2020 - 10th March 2020 <p>Parish Clerk to book meeting room.</p>	<p>YW</p>
2018/95	<p>Correspondence – Received to date. <u>Highways Rangers</u> Chair advised meeting of NCC e-mail advising that Highways Rangers would be unable to carry out previously specified item of work on Water Lane (road surface to be cleaned and canopy to be trimmed back). NCC to arrange for inspection and programming of work to be completed asap. Works to be undertaken by NCC tree surgeon and team.</p>	

2018/96	<p>Date of next Parish Council meeting and items to be considered for the agenda. Date of next Parish meeting is Tuesday 11th December at 7.30pm. Items to be considered for agenda as follows; -</p> <ul style="list-style-type: none"> - Donation requests - Draft budget 2019/20 - SAM2 update - Ravens Den update - Woodton Community Wood (Suckling Place) update - May elections 	
2018/97	<p>Chairman's urgent business – if any. <u>Village Hall</u> Chair advised that he had been notified that the Village Hall had received a quotation for insulation of outside of hall and subsequently paid a deposit to then be told by subcontractor that works could not be carried out without planning permission. As such requested this matter be raised with District Cllr Thomas. Due to District Cllr Thomas's absence matter could not be raised. Cllr Butler advised that he believed the matter was now in hand.</p> <p><u>Attendance of Councillors at Meetings</u> All agreed Parish Clerk to contact NPTS to establish the rules for attendance, and any specific rules in the months leading up to election.</p>	YW

The meeting closed at 9.05 pm.

Minutes prepared by Yvonne Wonnacott 07/11/18

Approved Date.....