

WOODTON PARISH COUNCIL MEETING

Minutes of the meeting held on Tuesday 4th March 2014 at 7.30pm

in Woodton Village Hall

		Action By
1.	<p>Chair's Welcome. Andrew Weatherley welcomed councillors and members of the public to the meeting</p> <p>Attendees: Ian Butler (IB), Michael Day(MD), Richard Holden(RH), Daphne Littleboy(DL), David Patey(DP), Jane Wickstead(JW), Andrew Weatherly(AW) Chairman, District Councillor Michael Windridge, and County Councillor Adrian Gunson (AG)</p> <p>Members of the Public: Jill Youngman, Angela Roberts, Maria Barrie</p> <p>Apologies: AG had informed the Chair that he would be arriving late.</p>	
2.	<p>Disclosure of any Interests in items on the Agenda IB – planning item 2014/0214 DP – as owner , for village shop items</p>	
3.	<p>Approval of the Minutes of the Ordinary Meeting of 28 January 2014 The minutes were approved taking into account the points set out below in Matters Arising. The changes will be made and the Chair will then sign the minutes.</p>	
4.	<p>Public Participation</p> <ul style="list-style-type: none"> • Maria Barrie asked why the existing website was not being populated. AW said that a new website was under development. • The Litter Pick was discussed. It was agreed that this would be on April 5th, with volunteers meeting at the shop at 10a.m. DP suggested that this could be an item for the PTA meeting on 27th March. • SNC will be informed so that equipment can be obtained • The Litter Pick will be advertised in the Outlook magazine • Angela Roberts asked a request could go to the refuse collectors to put emptied bins back in place rather than leaving them on the road. 	RF RF MW
5.	<p>Matters arising from the last meeting minutes not to be covered by specific items on this agenda</p>	

	<p>The following amendments to the draft minutes were agreed. Item 6 – NCC not SNC should be contacted about the road sign problem. Item 7 – Woodton is to acquire SAM2 not VAS2 equipment. The wording of this item had also been queried by IB after the meeting and re-wording was agreed. Charlotte Valori has been contacted by JW All actions minuted have been completed</p>	
6.	<p>District Councillor Report</p> <ul style="list-style-type: none"> • The first Long Stratton Farmers Market took place on March 2nd • Points from the last Full District Council meeting <ul style="list-style-type: none"> ➢ SNC reserves have increased in this financial year and there will be no council tax increase for 2014-15 ➢ SNC's Disabled Facilities Grant process has been commended and is being spread out into other counties ➢ South Norfolk is the only district not to have missed a refuse collection in the bad weather ➢ 693 new homes have been completed ➢ Planning fee income targets have been achieved 3 months ahead of schedule ➢ The Chair of each Neighbourhood Board is to hold £25K to use for local causes. £1k is to be awarded to any councillor who can start an initiative ➢ The Localism Act has the power to protect community assets. Is Woodton taking advantage of this ? Someone from SNC could come to advise on this. ➢ TCI Appeal situation is progressing with SNC and the key parishes uniting to prepare a joint paper. The Woodton views presented by JW at the recent SNC Planning appeal meeting could be offered to this combined process <p>DL asked about recycling. Charges are proposed for 2016 onwards and the sites will open on fewer days. It is certain that households will be able to put items like glass in their bins ? This will be checked</p> <p>County Councillor Report</p> <ul style="list-style-type: none"> • The road work needed in Springwood Lane has been requested • The bus stop 'flag' will be put up in March • The missing 30mph sign has been replaced • 2 road closures on March 10th – 12th have been notified • Hobart High School was 10th in Norfolk for July 2013 results • AG congratulated the parish council on the successful SAM2 bid 	<p>MW</p> <p>JW</p> <p>MW</p>

7.	<p>Finance</p> <ul style="list-style-type: none"> • The figures provided were accepted • No tender notice had been put up for the grass cutting but IB proposed that Ian Smiths quote be accepted for 2014-15. This was seconded by DL and there were no objections. For the 2015-16 tenders will be requested via the noticeboards, Outlook magazine and the website. • The Football Club account balance was discussed. MD suggested the money should be used to buy suitable equipment for the play area such as 5 a side goals. This will be put on the next agenda and more information be gathered about the history of the account. • A bigger font size and a Notes column are to be added to the current report format 	RF RF RF
8.	<p>Planning</p> <ul style="list-style-type: none"> • 2014/0214 East View extension – no objections • 2014/0202 Woodton Grange barn conversion and new cartshed – no objections • 2014/0203 Woodton Grange new double garage and workshop – no objections • 2014/0197 The Firs garage extension with attic above – no objections • 	
9.	<p>Risk Assessment</p> <p>DP requested a regular review of all processes MD suggested that these processes be on future agendas. It was proposed by MD and seconded by IB a plan for the next years agendas be prepared for the next meeting</p>	RF DP/DL
10.	<p>Website Progress</p> <ul style="list-style-type: none"> • Charlotte Valori (CV) can quickly achieve a marked improvement to the current site. • Interactive requests can be set up • IB took up the failed NB funding application matter and was told that it was not their policy to support this type of expenditure. Norfolk Community Foundation is as possible option. • MD said that the new design must work for the village and lead to improved relationships within the community. <p>Proposed by DP , seconded by MD : the parish council is to go ahead with the full website proposal, and mandate a sub-committee made up of JW, IB and the Clerk to implement the specification from CV dated 16th October 2013.</p>	
11.	<p>SAM2 Bid Update</p> <p>DL has been notified that the funding bid has been successful. Letters are awaited to confirm the procedures to be followed.</p>	

12.	WPFA Legal Status This matter is in abeyance while a financial issue is managed	
13.	AOB <ul style="list-style-type: none"> • The Clerks appraisal is to be arranged as soon as possible particularly in view of the website proposal • JW requested a formal thanks to IB for getting agreement from Ian Temperton (Casualty Reduction Team manager in ETD at County Hall) for the painting of 30mph signs on 10 sites in village • JW also requested a formal thanks to IB and DL for the amount of time they have spent securing the funding for the SAM2 equipment. • 	AW/JW
14.	Items other than those recurring on agendas for the next Parish Council Meeting <ul style="list-style-type: none"> • Football Club Account • Website Progress • Risk Assessment • Agenda Plans • Community Asset protection • Annual Parish Meeting plan <p>Next Meeting Date : Tuesday April 22nd at 7.30pm in Woodton Village Hall</p>	

The meeting closed at 10.10 p.m.

Minutes prepared 16th March

Approved

Meeting Date