

GREAT WITCHINGHAM PARISH COUNCIL

Draft Minutes of a Meeting held at 7.30 p.m. Gt. Witchingham School on Thursday 24th March 2011

Present : Roy Church, Sally Acloque, Ron Cornell, Mark Pead, and Kevin Francis in the chair.

Clerk: Peter Dilloway, Simon Woodbridge (District Councillor).

(1017).Apologies: Pauline Brown, Stephen Williams, James Joyce (County Councillor).

(1018).Minutes of the meeting held 27th January 2011 were agreed to be a true record and duly signed by the Chairman.

(1019).Matters Arising.

- (i). Decoration of the bus shelter will be carried out as soon as the weather improves.
- (ii). The waste battery has been removed from near the pub but once again there is considerable litter around Porters Lane. The lane continues to flood after heavy rainfall. The Clerk will inform NCC Highways.
- (iii). Hall Walk. The 1811 Inclosure award map reveals that originally the road was only a stopped up footpath. This is why the land forming the roadway is held on the deeds of an unknown owner. Individual deeds of frontagers give right of access and a responsibility to maintain the road in good order.

(1020).Correspondence:

- (i). Most correspondence has been circulated.
- (ii). Email from Wensum Diary requesting funding assistance. Resolved to invite the editor to the next meeting to discuss how the council can help.
- (iii). Election notices for noticeboard.
- (iv). NALC subscription renewal. Resolved to pay at next meeting.
- (v). Request for donation to funds from Macmillan Cancer Support. Resolved to donate £100 (subject to funds) at next meeting.

(1021).Memorial Hall.

- (i). The sale of the old hall has now been completed although there is no timescale set for demolition by NCC. The Clerk was asked to establish a timetable for the work.
- (ii). The fundraising Tea Dance takes place this weekend.

(1022).Website. This will be deferred until the winter when the clerk will have more time.

(1023).Planning Matters:

- (i). Clay Hall Farm. Two permissions remain unaffected by the revocation of the main rendering permission.
 - (a) 861327 – Plate freezing & grinding (max of 3 plate freezers)
 - (b) 883361 – Retention of boiler chimney and use of buildings for waste food processing. The Clerk has established that this permission is considered by BDC as being relied upon to carry out rendering from 1989 onwards. BDC planning had sent an unsatisfactory response to a letter sent by the Clerk and that response will be forwarded to Mike Haslam for an opinion.
 - (c) The view of members is that both permissions must be removed to leave a clean slate in planning terms. Simon Woodbridge was asked to ensure that the permissions are removed.

(1024).Payments/Financial Matters:

- (i). PAYE. Having been given 6 weeks' notice, all Parish Clerks are to be regarded as employees and must operate under PAYE. The Clerk has booked a place on a one day course to learn the procedure.
- (ii). Litter clearance. R. Cornell Jan/Mar 2011. . Chq No. 100586 £53.98.
- (iii). Clerk's salary £387.70 & expenses £56.30. Chq No. 100587 £444.00.
- (iv). Copy of 1811 Inclosure award. NCC Chq No. 100588 £57.74
- (v). PAYE course. NALC. Chq No. 100589 £20.00.
- (vi). Disposal of CHF fund. Retain for the present.

All payments approved by unanimous consent.

(1025). Transcription of 1811 Inclosure Act. KF advised that hardcopy will be available soon and will be passed to anyone who wishes to assist.

(1026). Any Other Business:

- (i). Post Office Ram Raid. The loss of the Post Office is a bitter blow to many residents. The Clerk advised that Lyng will soon have an Outreach service operating at the village hall. As yet it not certain on what day(s) or for how many hours it will operate, though it may be of assistance. RCh will approach Alan Patrick to establish what the situation is at Gt. Witchingham Post Office.
- (ii). RCh advised that he proposes to stand down from the Council after 22 years but said that he would be happy to give advice where needed.

(1027). Date & time of next meeting: following the **Annual Meeting** at The School at 7.30pm Thursday 26th May 2011. Meeting dates for the coming year are also appended.

Meeting Closed 8.30pm

AGENDA
GWPC Annual Meeting – 26th May 2011
7.30pm at Gt. Witchingham School

(1028). Signing of Statutory Declarations of Acceptance of Office

(1029). Election of Chairman

(1030). Co-option of Parish Councillors

(1031). Election of Vice-Chairman

(1032). Apologies

(1033). Register of interest forms

(1034). Meeting dates for 2011/12.

Closure of meeting

AGENDA
GWPC Meeting – 26th May 2011 following on from
The Annual Meeting
7.30pm at Gt. Witchingham School.

(1035).Apologies

(1036).Minutes of meeting 24/3/11

(1037).Matters Arising

(1038).Correspondence:

- (i). Most correspondence has been circulated

(1039).Memorial Hall (if there is any business to discuss)

(1040).St. Mary's Churchyard – request for donation towards grass cutting

(1041).Wensum Diary – request for funding

(1042).Post Office closure

(1043).Planning Matters:

- (i). Application 20110652 – Manor Farm Cottages – relocation of stable Block. N.B. this is an enforcement matter requiring the relocation.
- (ii). Clay Hall Farm – Status of permissions Not covered under revocation dated 15/10/10 (883361 & 861327)

(1044).Payments/Financial Matters)

- (i). Adoption of 2010/11 accounts
- (ii). Internal audit report
- (iii). Annual Audit return
- (iv). Statement of assurance
- (v). NALC membership renewal 2011/12. £121.42 (last year £120.86)
- (vi). Insurance premium renewal 2011/12 £509.67 (last year £467.88)
- (vii). Litter clearance payment to date (£51.75) - R. Cornell
- (viii). MacMillan Cancer Support donation of £100 subject to funds

(1045).Transcription of 1811 Enclosure act - volunteers required.

(1046).Any other Business

- (i). Request for parish noticeboard

(1047).Date & time of next meeting: 7.30pm Thursday 28th July 2011