

East Tuddenham Parish Council

Minutes of the Parish Council Meeting 10th December 2012

Attendees: Ian Payter (Chairperson), Lynsay Barrett (Vice Chairperson), Charles Barker, Ted Guy, Anna-Marie High, Amy Eagle, Terry Eagling (Clerk), Brian Rose (District Councillor). Apologies from Alex Leaney

The meeting opened at 7.30 pm in the Village Hall

The minutes of the meeting held on 12th November 2012 were approved and duly signed

Matters arising from minutes of the meeting held on 12th November 2012:

- erection of two dog waste bins completed*
- no progress has been made in regards to the repainted white lines along Mattishall Road (West) which resulted in a narrowing of the access/unmade path to a number of properties. The Highway's department suggest the access/pathway is widened by using part of the residents' gardens/banks. After consultation with residents it was agreed this was not acceptable. IP agreed to communicate with the Highways department insisting they correct their mistake by repainting the lines in the original position.*
- a further review of the replacement cost of the existing bus shelter confirmed a new shelter would cost £3,925.20 fully erected after clearing the site/old shelter. The Council agreed to proceed and to replace the existing shelter using Council funds.*
- quotes for fencing around the children's play area, on the playing field, were presented to representatives of the Village Hall Committee. It seems that the Village Hall Committee are unwilling to accept ownership of such a project and hence the Parish Council agreed to close their files on this subject. The Parish Council want their disappointment that the inherent dangers of disease, which might be contracted from dog mess in the play-area has, not been recognised or appear to have been ignored, to be recorded in the Parish Council minutes.*
- new 'register of interests' forms were signed by each Councillor as part of the 'Code of Conduct' process. These will be copied and sent to the appropriate authority.*
- repairs to the pavement in Common Road, resulting from a root problem have been completed (Minute closed).*
- the cutting of the hedge behind the bus shelter will be reviewed during assembly of the new bus shelter.*
- a communication from James Winter advised the road surface along Rotten Row have been reviewed and hazardous potholes have been rectified. (Minute closed)*
- it was agreed not to proceed with the provision of salt bins. (Minute closed)*
- the re-instating of the third chevron sign, on the bend notorious for accidents over several years, remains outstanding. IP agreed to chase the Highways department.*

Finance

- TE advised that the Parish Council had prepared the appropriate notice of the conclusion of the audit and the right of electors to inspect the Annual report. These were displayed on the notice board on the village green for 14 days. No comments or enquiries were received.*

- *IP agreed to check the requirements of the risk assessment which must be completed each year addressing both financial and operational risk. He agreed to refer to the Practitioners Guide for further information of this requirement.*
- *TE explained that under HMRC rules for 2013/14 the Parish Council is required to set up a payroll system linked direct to HMRC to communicate payroll information direct to them as and when payments are made. It was agreed it may be necessary to seek professional advice on the subject.*
- *TE advised he had not received one bank statement covering the period 14th July to 14th September 2012 inclusive. Although the transactions between the opening and closing balances are reconcilable a copy of the missing statement will be required by the auditors.*
- *the application for the precept for 2013/14 of £4,000.00 (the same as previous years) was completed and signed by IP. TE was asked to post it to the relevant authorities by the due date.*
- *generally, it was construed that Councillors living in the village might have a pecuniary interest in the disbursement/use of the precept. As six Councillors live in the village they would be excluded from discussions on a number of issues which would not be practical. It was agreed that a dispensation authorised by the Clerk should be put in place for the next four years.*
- *Parish Funds after allowing for payment for the bus shelter currently stand at £5,252.90.*

Planning

- *There were no planning applications to be considered*

Correspondence

- *a note from the Community Rangers project team advised they would be completing remedial work in the village on 7th January 2013. It was agreed that villagers should advise Councillors or the Community Rangers direct if they are concerned about any maintenance aspect which is hazardous or they believe needs rectification.*
- *a hole that has appeared in the bank opposite the Church was discussed. It seems that it was previously marked and probably needs to be marked again on the basis that church congregations sometimes use the verge for parking. CB agreed to review and report back.*
- *a letter warning of the dangers which might arise from ill maintained 'goalposts' and goalpost areas on the playing field was handed to the Village Hall committee for future reference.*
- *a request for a contribution towards the Cinema Equipment of £1,200.00 received from the Village Hall was debated at length. This figure appears to be the difference between the final cost paid for cinema equipment and the figure claimed (and received by the Village Hall) as a lottery grant. The expected cost at the time the application was made to the 'lottery board' apparently increased by £1,200.00 (in seven months). Councillors thought such an increase was excessive over such a short period and should be aggressively challenged with the suppliers of the equipment. A proposal was made, and carried, that on receipt of copies of adequate paperwork the Parish Council would possibly contribute £600.00 towards the shortfall. One councillor (Charles Barker) wanted it recorded that he was against such an arrangement.*

Any other business

- *no issues raised*

Date for next meeting

- *no meeting will be held during January so the next meeting will be in the Village Hall at 7.30 pm on 11th February 2013.*

There was no further business and the meeting closed at 8.30 pm.

*Ian Payter
Chairperson*



Date

11/2/2013