

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL
ON WEDNESDAY 18th JANUARY 2023 at 7.00pm**

PRESENT: Mr J van Poortvliet (Chariman)
Mr R Anderson-Dungar
Mr N Andrews
Mrs P Ashby
Mr S Clarke
Mr S Elliott
Mr D Holgate
Councillor S Penfold (for item 6 only)

IN ATTENDANCE: Mr C Studholme (Clerk)

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor John Toye.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

The following interests were declared – Mr Anderson-Dungar – Allotments.
There were no requests for dispensations.

3. MINUTES

Minutes of the Meetings held on the 16th November 2022 were **confirmed and signed.**

4. INFORMATION ON MATTERS ARISING

Mr Elliott had contacted County Broadband in order to set up a meeting but had yet to receive a response. It was agreed that a meeting with them would still be useful and this should still be pursued. After discussion it was also agreed that the Council should follow up its letter to Duncan Baker MP with a further request that he make stronger representations to Openreach on the Council's behalf in order to seek a date from them for when the service will be available to residents. Councillor Penfold asked to be copied in on the letter to Duncan Baker.

5. OPEN FORUM FOR PUBLIC PARTICIPATION

No members of the public were present.

6. REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

Police – Operation Randall Newsletter previously circulated was **noted.**

District Council – Cllr Toye – No report

County Council - Cllr Penfold gave a verbal update on County Council activity. A County Deal for Norfolk had been proposed by Government which would devolve certain powers to the County concerning, for example, highways and infrastructure. It would come with a new £600m investment fund but this was to be spread over 30 years and would not be index-linked.

There would be no option for the County Council to negotiate a better deal with Government. The proposal was to go out to Public Consultation on 6th February.

Councillor Penfold was also bidding into a Road Safety Community Fund to try to reduce the speed limit from 40mph to 30mph on the B1145 in the area around Colby School. There was discussion about the issue of parking near the school at dropping off/picking up time when a lack of any traffic management created a dangerous situation, and Mr Clarke was of the view that the school needed a traffic management policy. Councillor Penfold was to raise this with the Head Teacher.

Councillor Penfold had funds available which could help the Council purchase a Speed Awareness Monitor (SAM). The Council had previously agreed that it would prefer to share an existing communal one (if it could be found) or if one were to be bought then it could be shared with other Parishes, Suffield was suggested. The Clerk was to forward details of the costs of SAMs which he had received from Justin Le-May.

Councillor Penfold left the meeting at 7.45pm.

7. ITEMS REFERRED FROM PREVIOUS MEETING

None.

8. CLERK'S REPORT

To receive updates/reports on areas of parish council responsibility:

1. ELDEN'S RETREAT

Mrs Ashby had received complaints from local residents in the area of the playing field about a pony in a neighbouring field which kept escaping on to the highway and sometimes ending up in people's gardens. The pony's owner was aware of the concerns but the problem had not been resolved satisfactorily. The Parish Council has no powers to intervene in this issue which is a private dispute, but the advice was that if the pony should be seen unattended again on the highway or in a garden the matter should be reported to the police.

There had also been complaints of an overgrown hedge opposite the entrance to the Playing Field. The Chairman said that he would arrange for it to be cut.

2. VILLAGE GREEN

The Christmas event had been a great success with good attendance.

3. ALLOTMENTS

Nothing to report.

4. TELEPHONE KIOSK

Mr Anderson-Dungar was to send an email to Councillors reminding them of the proposals for the kiosk.

9. CORRESPONDENCE/REPORTS

None received.

10. POLICIES1. Conflict of Interest (Sole Trustee) Policy

The Clerk had drafted a policy identifying how the Council would ensure that there would be no future conflict of interest when it was acting in its capacity as Sole Trustee of the Community Hall Charity. This was required by the Charity Commission. The draft had been sent to CAN for comment and a response was awaited. The Council **approved** the Policy.

2. Policies for Review 2023

A schedule of Council policies due for review at meetings in 2023 had been circulated and was noted.

11. FINANCE REPORT1. BUDGET FOR 2023-24 – 2nd DRAFT

A second draft had been previously circulated. Definitive costs had now been received for outstanding items of expenditure, e.g. Grounds maintenance, and the budget finalised. Where specific quotes had not been obtained for expenditure items an increase of 7.5% had been applied in line with inflation predictions for 2023/24. As with the current financial year, all Community Hall costs had been excluded from the budget. After discussion it was agreed that the Parish Council would pay the Hall electricity charges for the next financial year and £1500 was to be added to the budget. This brought the total anticipated Council expenditure for 2023/24 to £16616 (as opposed to £16347 for 2022-23) – an increase of £270. It was agreed that the required Precept for 2023/24 would, however, be maintained at its current level of £16034.

2. SCHEDULE OF BILLS OF PAYMENT

The following bills for payment had been circulated and were approved.

- a) Clerk - Salary, allowances and website cost reclaim £696.53
- b) Seamus Elliott – Christmas event costs £81.00
- c) SLCC - subscription £101.00
- d) HMRC – Clerk tax £90.60
- e) Ashford Windows – door handle £236.90

3. BANK RECONCILIATION FOR DECEMBER 2022

The document previously circulated was **accepted**.

4. CASHBOOK 1 APRIL 2022 TO 31st DECEMBER 2022

The document previously circulated was **accepted**.

5. SCHEME OF DELEGATION

None.

6. COMMUNITY HALL PAYMENTS

The Clerk reported that he had taken advice from the SLCC's National Finance and VAT adviser about making payments from the Parish Council's bank account for Community Hall expenditure where the latter could only be paid by BACS – a facility not currently available through the Community Hall bank account. The Parish Council would then reclaim amounts paid from Community Hall accounts. The advisor had not raised any concerns about payments being made in this way. He had advised that transactions should not pass through the Parish Council's accounts and would netted off against each other in the bank statements.

The Clerk also requested permission to apply for a Debit Card from Unity Bank to enable some payments which need to be paid in this way to be more easily processed. **This was agreed.**

12. PLANNING MATTERS

None to consider. The Application PF/22/2062 – change of use at Pond Cottage which the Council had previously considered – had been withdrawn.

13. ITEMS FOR INFORMATION/FUTURE AGENDA

Policy Review in line with Schedule.

14. DATE OF NEXT MEETING The next Parish Council Meeting will be held on **WEDNESDAY 15th FEBRUARY 2023 at 7.00pm** at Banningham & Colby Community Hall.

15. CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 8.50p.m.

Signed (Chairman)

Date