

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL
ON WEDNESDAY 18th September 2024 at 7.00pm**

PRESENT: Mr R Anderson-Dungar (Chairman)
Mr N Andrews
Mrs P Ashby
Mr D Holgate
Councillor John Toye (NNDC Councillor)
Councillor Saul Penfold (NCC Councillor)

IN ATTENDANCE: Mr C Studholme (Clerk)

66. APOLOGIES FOR ABSENCE

MrS J Morgan, Mr S Elliott, Mrs S Woolliams

66. DECLARATIONS OF INTEREST AND DISPENSATIONS

The following interest was declared – Mr Anderson-Dungar – Allotments.

67. MINUTES OF THE MEETING HELD ON 17th July 2024

The minutes of the meeting held on 17th July were approved, proposed by Mrs Ashby, seconded by Mr Holgate.

68. MATTERS ARISING

(a) Play Equipment. The application to the LEP had been successful and an order had been placed with HAGS for equipment costing £67,500 (inc VAT). The Clerk had set aside sufficient reserves to cover the total cost before the final grant payment was received and the VAT paid had been reclaimed. A site visit had been held with the supplier to discuss location and colour of equipment. A start date had been given as 14th October, with completion scheduled for 8th November (including a week's break when the contractor would be on holiday). There was discussion about the required inspection regime, which would include an annual inspection by a certified inspector and the need for weekly checks to a simple checklist. Further information was to be brought to the next meeting.

(b) Noticeboard at Colby School

The new noticeboard had been erected at Colby School. Mr Anderson-Dungar was to place and remove notices as required

(c) Residents' email addresses for Newsletter

The Clerk had set up a separate gmail address by which those residents who had expressed an interest could receive newsletters in future. A confidential group mailing list was to be set up.

69. OPEN FORUM FOR PUBLIC PARTICIPATION

None. A resident had brought the attention of the Council to a dumped car on the B1145 just east of its junction with Bridge Road. It is thought that the

vehicle had been left by the owner of a nearby house which was now empty. The Clerk was to contact NNDC to arrange for its removal.

70. **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Councillor Toye reported that he had raised speeding on Long Lane, Colby as a priority issue at the recent SNAP (Police Neighbourhood Priority Setting) meeting and the police had agreed to monitor it. The District Council had received gold awards for both the way it deals with stray dogs and its engagement with the Defence Employer Recognition Scheme. The lack of progress with the delivery of broadband by Openreach in the area, despite historic promises remained a concern and needed a more strategic approach. The District budget for 25-26 was likely to be challenging.

Councillor Penfold reported that the County Deal agreed between the County Council and the previous government had been scrapped by the new government. There was no news yet about its replacement. County Elections were scheduled for May 2025 and there are likely to be boundary changes affecting the local constituencies. A consultation had been carried out by the County Council on the proposed speed limit reduction on the B1145 and the legal process was to commence. Funding had been secured to address traffic congestion at the Grammar School Roundabout in North Walsham. Work would start in early 2025 and last for about 20 weeks.

71. **ITEMS REFERRED FROM PREVIOUS MEETING**

None.

72. **CLERK'S REPORT**

1. **Elden's Retreat** – Nothing to report.
2. **Village Green** – Flowering plantains continued to be a problem in late summer on the green. A single cut using a rotary mower had solved the problem temporarily. A new maintenance regime using rotary mowers permanently was to be introduced next season. Mulch mats had been investigated as a way of suppressing grass growing below the privet hedge but were deemed too expensive given the number required. A plea for hessian backed carpet which could be used instead was to be made in the next newsletter
3. **Allotments** – The rent on three plots was outstanding. The Clerk was to send reminders.
4. **Information Centre (Telephone Kiosk)** – it was looking unlikely that BT would restore the electricity supply to the phone box and an alternative (solar powered light) was to be considered.
5. **SAM** – Mr Holgate had had no luck trying to contact Ryan at Aylsham Town Council with a view to getting help downloading the data from the SAM. Mr Anerson-Dungar offered to help and he and Mr Holgate were to try to download the data.

73. **CORRESPONDENCE/REPORTS/EVENTS**

None.

74. POLICIES

The revised Privacy Statement was approved and was to be uploaded to the website.

75. FINANCE REPORT**1. SCHEDULE OF BILLS OF PAYMENT****August**

The schedule had been previously circulated and approved by email in the absence of an August meeting. The payments were ratified and the schedule signed by the Chairman. These were:

- Colin Studholme – Clerk’s salary (net) £460.29
- Colin Studholme – Clerk’s allowance £ 26.00
- Colin Studholme – Wix annual Plan (reimbursement) £129.60
- Colin Studholme – Wix domain name (reimbursement) £ 12.46

September

The schedule of bills awaiting authorisation for payment for September had been circulated. All payments were approved with the exception of the payment to Trident Fire which was to be queried by Mr Holgate. The schedule was signed by the Chairman. These were:

- Colin Studholme – Clerk’s salary (net) £ 460.29
- Colin Studholme – Clerk’s Allowance £ 26.00
- Colin Studholme – Stationery (reimbursement) £ 7.00
- Information Commissioner fee (Direct Debit) £ 35.00
- Parish Online subscription £ 50.40
- NPTS – Parish Online training £ 14.00
- PKF Littlejohn – external audit fee £ 252.00
- SB Greengrass – school noticeboard £ 75.00

2. BANK RECONCILIATION AS AT 31st July and 31st August 2024

These was noted by members and signed by the Chairman.

3. THE BANK STATEMENTS AS AT 31st July and 31st August 2024

The Bank Statements were noted as being in agreement with the Bank Reconciliations.

4. CASHBOOK AS AT 31st July and 31st August 2024

The Cashbook was noted as being in agreement with the Bank Reconciliations.

5. SCHEME OF DELEGATION

None.

The Finance Report was approved.

76. PLANNING MATTERS

No new planning applications had been submitted. It was noted that both PF22/1068 Ambrose House, Mill Road and PF23/0913 Land east of Archway, Colby had been refused.

77. ITEMS FOR INFORMATION/FUTURE AGENDA

Risk Assessments.

78. DATE OF NEXT MEETING – The next meeting was agreed as **WEDNESDAY 16th OCTOBER 2024** at 7.00pm at the Community Hall.

79. CLOSURE OF THE MEETING

Following a closed session to discuss the Clerk’s appraisal, the Chairman closed the meeting at 8.20pm.

Signed (Chairman)

Date