

**MINUTES OF THE MEETING
OF COLBY & BANNINGHAM PARISH COUNCIL
HELD IN THE SANDY LANE CLUB, BANNINGHAM
ON WEDNESDAY 17 NOVEMBER 2021 at 7p.m**

PRESENT: Mr R Anderson-Dungar, Vice-Chairman
Mr N Andrews
Mrs P Ashby
Mr S Clarke
Mr S Elliott
Mrs M Anderson-Dungar, Clerk

The Vice-Chairman took the chair and welcomed everyone.

01 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Mr van Poortvliet

02 DECLARATIONS OF INTEREST AND DISPENSATIONS

Mr Anderson-Dungar, - Allotments.

03 PUBLIC PARTICIPATION

In the absence of any member of the public, the meeting continued without adjournment.

04 RE-CONVENE THE MEETING

Not needed, see above.

05 MINUTES

Minutes of the Parish Council Meeting held on 20 October 2021 had been circulated, and were **proposed, confirmed and signed**.

06 INFORMATION ON MATTERS ARISING

1) Planning application – Watts Cottage, Mill Road
There was nothing to report.

07 VACANCIES ON THE COUNCIL

Nothing to report.

08 REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

To receive written/verbal reports from representatives, including the following:
Police – the Newsletter previously circulated was **noted**, with a comment regarding locations for police surgeries. It was concluded that the Police would hold a surgery in the parish if specifically asked.
District Council - No report for this meeting.
County Council - No report for this meeting.

09 ITEMS REFERRED FROM PREVIOUS MEETING

Items referred had been included under relevant headings.

10 AREAS OF PARISH COUNCIL RESPONSIBILITY

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

1. PLAYING FIELD

Mr Clarke updated on progress of the Management Plan soon to be issued, with the onus on the Parish Council to implement it as described. Following discussion, with particular reference to grass cutting, it was concluded that information should be exactly the same across the Management Plan and the Maintenance Contract. The Working Party to review the contract and make recommendations based on this year's experiences so that the contractor can be issued with revisions and an up-to-date plan. The muddy areas of concern to residents had now healed.

Progress on the logo was reported, with the suggestion for an Information Panel alongside the name sign.

Measures to control water levels had been successful; few plants had died during hot weather and levels would be adjusted to ensure moisture for plants during the growing season.

2. VILLAGE HALL

Funding – Mr Clarke spoke to his motion that the precepted funding should cease and the money put to other uses. It was **agreed** that this motion should remain for further discussion.

Future management – postponed to a future meeting to allow time for research and preparation of a discussion document.

Work in progress – Mr Anderson-Dungar displayed some proposals as discussed at the project group meeting ahead of discussion by the Leads Group. There was opinion that a brief should be prepared for more than one option with proposals bold and visionary to maximise potential for funding. The project management plan to be circulated, and the website updated with information on the progress of all the working groups.

3. VILLAGE GREEN

Bulb planting – Mr Clarke to advise the Clerk of quantities and varieties to order.

Christmas Lights event – The date of Wednesday 22 December 2021 was **agreed**, further arrangements below:

- Start time of 6.30p.m.
- Mulled wine, mince pies and soft drinks
- Festive fancy dress competition for children
- Lights purchased, Mr Anderson-Dungar to source the tree
- Councillors to encourage at least 2 households to attend
- No need for families to “enter” the lights competition, judges would tour the parish between 17 and 20 December
- All information to be included in a special newsletter

4. ALLOTMENTS

Nothing to report

5. TELEPHONE KIOSK

More entries ready to be installed..

11 SCHEME OF DELEGATION

The Clerk reported on action taken to address electrical issues at the Village Hall ahead of the decoration.

12 CORRESPONDENCE

1. NORFOLK PARISH TRAINING & SUPPORT

The newsletter previously circulated via email was **noted**.

2. HIGHWAYS WORKS

The information previously circulated via email was **noted**. The pothole on Sandy Lane near the village hall to be reported.

13 POLICIES

None for this meeting due to volume of other business.

14 FINANCE

The following documents were considered:

1. Schedule of Bills for Payment

2. Bank Reconciliations to 31 October 2021

3. List of Receipts and Payments 1 April 2021 to 31 October 2021

All were **adopted**, as proposed by Mr Clarke, seconded Mrs Ashby.

4. Precept information from North Norfolk District Council – **noted**.

5. Budget & Precept 2022/23 – the clerk tabled the first draft of the budget for Councillors to study and make comments. In view of current circumstances, the intention to keep the precept at the current level was **noted**.

15 PLANNING MATTERS

1. APPLICATIONS DETERMINED

Nothing at the date of publication of this Agenda.

2. APPLICATIONS FOR CONSIDERATION

No applications to consider at the date of publication of this Agenda

16 ADJOURNMENT

In the absence of any member of the public the meeting continued without adjournment.

17 RE-CONVENE THE MEETING

Not needed, see above.

18 RESPONSE TO PLANNING APPLICATIONS/ISSUES

No planning applications for consideration.

19 ITEMS FOR INFORMATION/FUTURE AGENDA

Information:

- As the Council's representative, Mr Clarke advised of the proposal to close the Neech Loan Fund to be considered at a Trustees meeting in December. He will update the Council accordingly.
- Mr Clarke to attend re-opening of Felmingham Village Hall

Future Agenda:

- Management of Village Hall

20 DATE OF NEXT MEETING

The date of the next Parish Council Meeting was confirmed as **Wednesday 15 December 2021 at 7pm in the Jubilee Hall, Banningham**

21 CLOSURE OF THE MEETING

There being no further business, the Vice-Chairman closed the meeting at 8.53p.m.

Signed (Chairman)

Date

DRAFT