

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOTT HELD  
ON 7th. MARCH 2023 at 7.00p.m. in the VILLAGE HALL, SWANTON ABBOTT.

PRESENT –Cllrs. M. Vaughan (Chair), A. Brown, R. Ford & S. Day, the Clerk G Kimmerling, & 4 members of the public.

**Open session for members of the public to speak.**

Concern was raised under Section 3X of the Standing Orders regarding correspondence from constituents. All should be given equal weighting and read out in their entirety. This Standing Order is not under discussion at this meeting. All correspondence from constituents is acknowledged at meetings and all members of the public can speak at the meetings.

	<b>AGENDA</b>	<i>Action</i>												
23.11	<p>a. <u>APOLOGIES FOR ABSENCE</u> Cllr. McAnsh – away and NCC Penfold – unwell.</p> <p>b. <u>DECLARATION OF INTEREST IN ITEMS ON THE AGENDA.</u> Item 23.14d Funding for the Revels. Cllrs. Brown &amp; Day as Committee members for the Revels.</p> <p>c. <u>TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON JANUARY 10<sup>TH</sup>. 2023</u> <b>Resolution.</b> Proposed by Cllr. Ford, seconded by Cllr. Brown &amp; agreed by the Parish Council to accept the Minutes of the meeting held on January 10<sup>th</sup> 2023 as a true record. These were then signed by the Chair.</p>													
23.12	<p><u>CLERK’S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a. Duncan Baker is unable to attend meetings on Tuesdays.</p> <p>b. The Clerk is still trying to get the bank mandate changed with Barclays bank.</p> <p>c. The Clerk has completed the re-declaration of Compliance with the Pensions Regulator.</p> <p>d. Damaged footpath post on footpath 4 in Long Common Lane has been reported.</p>													
23.13	<p><u>NORFOLK COUNTY COUNCIL AND NORTH NORFOLK DISTRICT COUNCIL REPORTS.</u></p> <p>No reports.</p>													
23.14	<p><b>FINANCES</b></p> <p>a) <b>TO CONSIDER THE PRESENT FINANCIAL POSITION</b> The Clerk had produced up-to date accounts. She will check on the reason for the overspend under grass-cutting etc.</p> <p>b) <b>TO CONSIDER AND RESOLVE WHETHER TO APPROVE OUTSTANDING INVOICES FOR PAYMENT.</b> <b>Resolution.</b> Proposed by Cllr. Day, seconded by Cllr. Ford and approved by the Parish Council to pay the following invoices. The following payment was made on-line before the meeting. J Vaughan                                       s137 Donation to Turkey Earthquake appeal £100.00</p> <p>The following payments were authorised to be paid on-line:-</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">G Kimmerling</td> <td style="width: 40%;">Clerk’s salary</td> <td style="width: 30%; text-align: right;">£ 328.66</td> </tr> <tr> <td>G Kimmerling</td> <td>Clerk’s expenses</td> <td style="text-align: right;">£ 12.08</td> </tr> <tr> <td>S A Village Hall</td> <td>Hire of hall</td> <td style="text-align: right;">£ 10.00</td> </tr> <tr> <td>M Vaughan</td> <td>Chair’s annual allowance</td> <td style="text-align: right;">£100.00</td> </tr> </table>	G Kimmerling	Clerk’s salary	£ 328.66	G Kimmerling	Clerk’s expenses	£ 12.08	S A Village Hall	Hire of hall	£ 10.00	M Vaughan	Chair’s annual allowance	£100.00	
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	<p>c) <u>TO CONSIDER PAYING THE CLERK'S SALARY MONTHLY BY STANDING ORDER.</u></p> <p>The Clerk explained that, at present, she has to complete a declaration every other month to say she isn't paid as there is no option to be paid every other month.</p> <p><b>Resolution</b> Proposed by Cllr. Day, seconded by Cllr. Vaughan and agreed by the Parish Council to pay the Clerk monthly by Standing Order in arrears.</p> <p>d) <u>TO CONSIDER MAKING A CONTRIBUTION TO THE REVELS EVENT.</u></p> <p>Cllr. Brown said this would be the 3<sup>rd</sup>. year of the Revels and last year the cost for putting on the event was over £1000. In 2022 the Parish Council covered the cost of insurance and First Aid cover at £270.00. 50% of this year's profits will go to the school. Cllr. Vaughan asked if First Aid cover was needed. The insurance requires this.</p> <p><b>Resolution</b> Proposed by Cllr. Ford and seconded by Cllr. Vaughan to cover the costs of the insurance and First Aid cover as last year.</p> <p>e) <u>TO CONSIDER CONTINUING TO PAY THE INSURANCE FOR THE PLAY PARK.</u></p> <p>Cllr. Vaughan expressed concern that the fence had not been replaced.</p> <p><b>Resolution.</b> Proposed by Cllr. Vaughan, seconded by Cllr. Brown and agreed by the Parish Council to pay the insurance for the Play Park.</p>	
23.15	<p><u>PLANNING</u></p> <p>a) <u>TO CONSIDER ANY PLANNING APPLICATIONS.</u></p> <p>None received.</p> <p>A Planning Application for Scottow Row had been received. It was agreed that this did not impact on Swanton Abbott and so no comments were required. Cllr. Vaughan's personal view was that it was overbuild.</p> <p>b) <u>TO NOTIFY OF ANY PLANNING DECISIONS BY NNDC</u></p> <p>None received. The Clerk explained that decisions should be sent to Parish Councils again in the future.</p> <p>c) <u>TO CONSIDER ANY OTHER PLANNING ISSUES.</u></p> <p>None.</p>	
23.16	<p><u>HIGHWAYS AND DRAINAGE ISSUES UPDATE</u></p> <p>a. <u>UPDATE – LOOSE CHIPPINGS ON THE ROADSIDE.</u></p> <p>A letter had been received expressing concern about loose chippings being a hazard to cyclists and motorcyclists. The Street is still to be re-surfaced and possible remedial work carried out where the road surface was damaged in Long Common Lane &amp; Road. SCC Cllr. Penfold said Highways would be unlikely to sweep the roads until all the work was completed. The Clerk will write to Highways as this is a safety issue.</p>	Clerk
23.17	<p><u>TO CONSIDER AND APPROVE THE AMENDMENTS TO THE STANDING ORDERS.</u></p> <p>The Parish Council had organised an open meeting to discuss the amendments to the Standing Orders but no parishioners had attended. The Councillors had considered all the proposed amendments at this meeting and approved them. The amendments are:- 3e; 3y; 8b;8c i,ii,iii,iv,v,vi; 9a,b,c,d,e,f, g; 18a,b,c,d,e,f.</p> <p><b>Resolution</b> Proposed by Cllr. Day, seconded by Cllr. Ford and agreed by the Parish Council to approve the amendments to the Standing Orders.</p> <p>The Clerk will put these on the web-site.</p>	Clerk
23.18	<p><u>TO CONFIRM ARRANGEMENTS FOR THE ELECTIONS IN MAY.</u></p> <p>Nominations must be received by NNDC between 21<sup>st</sup> March and 4<sup>th</sup> April.</p> <p>The Clerk offered to take these and recommended that people complete them asap. Cllr. Day will advertise the elections in the Abbott and on Posters.</p>	Clerk Cllr. Day

23.19	<p><u>TO CONSIDER PURCHASING CORONATION SOUVENIRS</u>  Cllr. Ford will find out what the school has planned. Cllr. Day said 108 mugs cost £225. S R Print and Design can print mugs but they were more expensive. Cllr. Brown will get a price for tea-towels.  Cllr. Brown said the Revels committee and Village Hall committee are planning a ticketed Sunday Lunch event on May 7<sup>th</sup> – cost £8 with 50% of the profit going to the Village Hall.</p>	<p><b>Cllr. Ford</b>  <b>Cllr. Brown</b></p>
23.20	<p><u>TO CONSIDER UPDATING THE WEB-SITE</u>  Cllr. Vaughan suggested leaving this until after the elections and this was agreed. Cllr. Day said the web-site could be made much more accessible.</p>	
23.21	<p><u>ON-GOING ISSUES</u>  <u>TO REPORT AND RESOLVE, WHERE POSSIBLE, ON-GOING COMMUNITY ISSUES.</u>  Cllr. Vaughan said 3 quotes are needed for grass-cutting in the village. The Clerk will request these.  Cllr. Vaughan said that at a Snap meeting the Police said they may carry out speed checks from Westwick Hill, along long Common Road to the school.</p>	
23.22	<p><u>CORRESPONDENCE RECEIVED.</u>  Cllr. Brown had responded to an e-mail about the village's Community Speed Watch Group's experiences.  The Clerk read out a letter expressing concern that some Councillors had not signed the Declaration of Interests book relating to Item 23.05c, Other Planning Issues – Affordable Housing Report at the last meeting. Cllr. Day had responded to this.  Clerk's and Councils Direct 146.  Cllr. Day mentioned an e-mail regarding Electric Car-Charging Points at Village Halls and asked if the Parish Council should express an interest. He will forward the e-mail to the Village Hall Committee.</p>	
	<p>The meeting closed at 7.55p.m. Next meeting May 9<sup>th</sup> 2023.APM at 6.30 and APCM at 7.30.</p>	<p><b>Page320</b></p>

It was pointed out that the Play Park needed to be made secure because, if a child entered the park and was injured and the parents sued, the insurance might not cover that. The Clerk will check the insurance.