**WIMBOTSHAM PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on Tuesday 28th June 2011 at 7.30pm**

**Apologies**: Simon Bates, Jo Bos

**In Attendance**: Anne Smith (Chair) Jackie Squires (Vice-Chair), David Fendley, Mac Burton, Cathy Start and 2 members of public Clerk – Pippa Winson

**44/11 To consider apologies for absence**

Apologies received from Simon Bates and Jo Bos

**45/11 To approve the minutes of the Parish Council meeting on Tuesday 17th May 2011.**

Having been circulated prior to the meeting, the minutes were accepted and signed as a true and accurate record by all present at the meeting.

**46/11 Co-option - To Fill Vaca**ncies unfilled at the election on 5th May 2011

It was agreed that David Fendley, Mac Burton, Cathy Start and Jo Bos would all be co-opted as Councillors. The one remaining vacancy would be advertised further.

**47/11 To record new Councillors’ declarations of interest according to the Parish Council (Model Code) Order 2001**

Declaration of interest forms received.

**48/11 Appoint representatives**

Recreation Ground – Simon Bates

 Village Hall – Mac Burton

 Village Green – David Fendley

 Footpaths – Cathy Start

 Parish Plan – Jackie Squires

 100 Acre Trust – Mac Burton

 Southern Area Road Safety Committee – Mac Burton

 Allotments – Jackie Squires

 SNAP – Mac Burton

 Newsletter – Anne Smith

**49/11 Appoint committees**

Planning Committee – agreed that all councillors would be included in planning committee and that a separate meeting may be required on some occasions due to planning consultation deadlines.

**50/11 Accounts – accept end of year accounts for 2010/2011**

Accounts have now been audited and these were agreed and signed. Verified and signed accounts figures on annual return. Copy of auditor’s report to be circulated.

**51/11** A**nnual Return**

Approved and signed.

**52/11 Public Speaking**

Fred Dunn spoke and advised that he would be willing to volunteer to help the village if hedgecutting etc. were required. He gave his contact details.

**53/11 Matters arising for items not covered elsewhere on the agenda – info only**

Highways matter raised. Cars are parking on the kerbs close to buildings, the question was asked as to whether highways are considering any action.

The drain opposite the shop in Westway has sunk, previous correspondence sent by PC. Clerk to check correspondence and further letter to be sent.

**54/11 Correspondence received – for info only**

Agreed that in future only responses to letters to be read out at meeting and all other correspondence to be circulated.

**55/11 Fenman Classic Bike Show. Request for permission to hold annual bike show in village on 29.8.11(Bank Holiday Monday)**

All present approved. Letter to be sent advising that PC approve and look forward to event.

**56/11 Highways**

Jackie Squires suggested ‘Speedwatch’. Clerk to look into signs to be displayed down the roads and look into costs.

**57/11 Allotments**

 Request for £350.00 funding received. Agreed that this one-off payment be made.

**58/11 Training**

Further details to be obtained by clerk to clarify length of training and to request possible dates. Possibility that may be able to share cost with another parish.

**59/11 Norfolk Green**

 Letter sent to Norfolk Green.

**60/11 Recycling Credits**

Cheque received for £22.70 from Borough Council.

**61/11 Recreation Ground funding application**

 Further clarification required as to amount being requested as request was for £5,000 yet application states £2,500. Also agreed that Simon Bates should be present when matter being discussed.

**62/11 Village Hall/Recreation Ground Committee**

Village Hall has a 7 year lease which runs until 2013. Copy of lease to be circulated to Cllrs. prior to next meeting. Agreed that both Village Hall and Recreation Ground Committee should be consulted prior to a committee being set up and any action being taken.

**63/11 Noticeboard at shop**

Clerk has been unable to locate any paperwork in respect of this. Rob James to be contacted and further details to be obtained.

**64/11 Lighting of footpath from Napthans Lane into Tinkers Lane**

Bennett Homes to be contacted in respect of lighting.

**65/11 Lime Tree on Village Green**

CGM to be contacted to provide quote for works.

**66/11 Representatives Reports**

Recreation Ground – Nothing to report.

Village Hall – Nothing to report.

Village Green – Nothing to report.

Footpaths – Overgrown. Need to find out whether footpaths are to be cut back.

Parish Plan – Some of the action points need to be followed up. Villagers need guidance on bonfires. Neighbourhood Watch – further information to be obtained about setting up the scheme. Also problem with gravel from driveways going onto the roads. Item to be included in n newsletter to raise awareness, then review to see if improvements.

100 Acre Trust – Nothing to report.

Southern Area Road Safety Committee – Nothing to report.

Allotments – Nothing to report.

SNAP meeting – Nothing to report.

**67/11 Newsletter**

Next newsletter in August. Any items let Anne Smith know. Mac Burton mentioned problem with overhanging trees. Distribution lists need to be amended. Anne Smith to send plan out to see who volunteers for areas so that decision can be made as to who delivers where.

**68/11 Planning**

11/00905/F - 15 Chapel Lane, Wimbotsham – PC supported application.

Incinerator – Letter to be sent to Caroline Spelman advising that PC object on behalf of villagers on environmental grounds.

**69/11 Finance**

Agreed cheques to be signed and payments to be made. New signatories to be Mac Burton and Jackie Squires. Forms completed to be sent to Barclays. Current signatories to sign cheques until new signatories confirmed by bank.

**70/11 MHB Services Ltd**

 New contract agreed and signed.

**71/11 To receive items for next meeting agenda**

Nothing further.

**72/11 Documents in circulation**

NCC Norfolk Minerals & Waste LDF

 NALC – AGM 2011/Norfolk Link

 Norfolk Police Authorities – Local Policing Plan

 CPRE – Spring 2011 Newsletter/Members Guide

 Clerks & Councils Direct Newsletter

 NPLaw – Legal Services

 Norfolk Voice June 2011

 Nottsport

Previous correspondence still with SB.

**73/11 To confirm the date and time of the next meeting**

Tuesday 2nd August 2011 at 7.30pm.

Meeting closed 9.20pm.