



# Raynham Parish Council

## Meeting Minutes

Date: Tuesday 26<sup>th</sup> November 2019

Time: 7pm – 9pm

Place: West Raynham Village Hall

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### In Attendance

Cllr Sidell (Chairman), Cllr Buck (Vice Chairman), Cllr Brooke, Cllr Fenn, Cllr Mudd, Cllr Sergeant, Cllr FitzPatrick, Parish Clerk, no members of the public.

1. Chairman opened the meeting at 7.08pm and welcomed all those present.
2. Apologies received from Cllr Housden, apologies accepted.
3. There were no declarations of interest.
4. The minutes of meeting from 24<sup>th</sup> September 2019 were AGREED and Signed by the Chairman.
5. There were no matters arising from minutes from last meeting.  
Clerk proposed that the group councillor training be postponed until the New Year due to the majority of Councillors being unavailable.  
The review and adoption of the amended Risk Management Policy will also be postponed until next meeting, due to the time required to consider the whole document being re formatted.
6. Receive reports from NCC & NNDC Councillors and PC if attending  
Report from NCC Cllr Tom FitzPatrick – (to follow)  
In his absence the Clerk relayed a note from Cllr Housden's on his behalf. 'With regards to the s106 agreement at the development site of the proposed 94 dwellings on the airfield, communications are in hand and he will report back as soon as possible'.  
Cllr Mudd added that the bus shelter is required, sooner rather than later and the Parish Council wish for it to be included within the s106 early work. Clerk to establish whether Cllr Housden is discussing this consideration within his communications.
7. Meeting adjourned to hear from Councillors and members of the public present.  
There were none.
8. Defibrillator Awareness Session  
A second session has been organised by the Parish Council for Thursday 28<sup>th</sup> November 2019 at 6.45pm. It is expected that more than 10 members of the public will attend.
9. Open Spaces
  - 9.1 Play Area  
Dog Signs – Will be delivered and installed once NNDC have received them – Clerk to chase.  
Action Leisure & Play (the contractor that installed the play equipment) have provided a quotation for the items that are required to be replaced and repaired in the play area. It was AGREED to go ahead with this quote but to postpone the start date until next spring if possible.  
Clerk to request that the highways rangers include the road sign cleaning in their visit in December.
  - 9.2 White Village Gateways  
It was AGREED that 8 village gateways will be purchased. The Solar Fund have confirmed that the Parish Council will be awarded the funding amount of £2971.82. It was also agreed that the Parish Council will contribute £600 towards the funding, which is for 50% of the installation cost. The funding application has been submitted to NCC PPS for consideration. The amount that has been applied for is £3571.82. In total the amount required for this project will be £7143.64.

Cllr FitzPatrick will request NCC Highways to paint 30mph roundels on the road in West Raynham and consider 50mph roundels on the A1065 close to the village gateways.

9.3 Grass cutting contract

Clerk presented three quotations for the grass cutting contract for next year. They were from Simon Beeston (£1995), CGM (£1500 plus VAT) and Norse (£755 plus VAT). Following discussions it was AGREED that the contract would be awarded to Norse.

9.4. SAM2

The SAM2 has been delivered and all the posts are in position. Cllr Sidell will move the SAM2 on a rota period between the agreed 5 locations. Upper and lower speed limits can be set. The position opposite The Bowling Green does not often register any speeders and it was agreed that the SAM2 may be moved to the A1065 position more frequently instead.

Cllr Sidell to provide data readings at parish council meetings to show the results.

Clerk to check the maximum amount of time that the SAM2 can be left on one position and make this change on the risk assessment. Risk assessment to then be completed and maintained.

10. Planning

PF/19/0427 - Plot opposite 9, West Raynham Road – Decision -Refused  
 PF/19/1168 – The Bungalow – Decision - Permitted  
 LA/19/1185 - Home farm – Permitted.  
 PF/17/0729 – Erection of 94 dwellings - *Objection – No decision*

11. Correspondence

Email correspondence is forwarded via email to the Councillors.  
 Clerks & Councils Direct Magazine was circulated.  
 Steve Jackman Website compliance email  
 NNDC Pocket park funding  
 Boundary divisions extended to 13<sup>th</sup> January 2020.  
 Barclays interest rate reduction letter.

12. Financial Matters

12.1 Current bank balance and cashbook reconciliation as at 26.11.19

Bank - Community Acc. £2670.85. Bus. Acc. £5240.31  
 Cashbook - £2670.85, Bus. Acc £5240.31

12.2 Chairman read out the list of invoices to be paid (see below). Invoices were AGREED.

Payment to	Description	Amount
J Bond	Expenses	£3.76
J Bond	Salary	£268.96
Hempton PC	Clerk Mobile	£24.17
westcotec	Sam2	£4100.40
CHT	Defib session	£175
CGM	Grass Cutting	£249
NNDC	bins	£1039.92
NNDC	Uncontested elections	£62.55
D Sidell	Locks for sam2	£19.97
D Sidell	Wreath	£18.50
	<b>Total</b>	<b>£5962.23</b>
Receipts from	Description	Amount
NNDC	Precept	£2924
	<b>Total</b>	<b>£2924</b>

12.3 The 6 monthly budget was considered and the precept was agreed to be set at a 3% increase for the amount of £5784.

Draft until approved at next meeting

13. Following the Clerks successful completion of the CiLCA qualification the Parish Council is eligible to adopt the General Power of Competence. It was therefore AGREED to adopt the General Power of Competence, proposed by Cllr Sidell and seconded by Cllr Fenn.
14. Items for Inclusion on Next Agenda
15. It was agreed that the meeting dates for 2020 will be Tuesday's 28<sup>th</sup> January, 31<sup>st</sup> March, 26<sup>th</sup> May, 28<sup>th</sup> July, 29<sup>th</sup> September, 24<sup>th</sup> November.

Meeting was closed at 8.16pm

Signed by Chairman: ..... Date: .....