

# INGWORTH PARISH COUNCIL

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## Minutes of the Ordinary Meeting of the Council held on Monday 13<sup>th</sup> September 2010 in the Reading Room, Ingworth

Present: R Calvert (Chairman), C Cannon, M Spink, J Steed, C White, D White and 3 members of the public.

1. The Chairman welcomed all those present; apologies were received from T Chambers.
2. Declarations of interest - none
3. The minutes of the Annual Parish Meeting and of the Annual Meeting of the Council both held on May 10<sup>th</sup> 2010 were approved and signed.
4. Matters arising
  - 4.1 NCC Highways matters and repairs; these had been acknowledged by NCC and prioritised; members confirmed that repairs had been carried out.
  - 4.2 Annual Report – this had been completed in June and the Clerk thanked DW for arranging for their distribution.
5. Planning
  - 5.1 Mr Mrs R Northey, extensions at 2 Cromer Road (2010/0309) - permitted
  - 5.2 Amendment to Council's Standing Orders for the circulation of planning applications – a draft of a suggested change had been sent to members and the Council decided to make the following amendment to Standing Orders, proposer CC, all in favour:

*Para 9.1 Planning Applications will be passed by the Clerk to the Chairman; Councillors will be notified by e-mail, giving brief detail including a consultation deadline.*

*(Para 9.2 unchanged)*

*Para 9.3 Councillors should notify the Clerk of any concerns/viewpoints with a copy to the Chairman. Nil responses will be taken as 'no objection or comment'.*

*(Paras. 9.3 and 9.4 become Paras. 9.4 and 9.5 respectively)*
6. To decide and further consider matters of Council business
  - 6.1 The provision of a grit bin near Priory Lane – the Clerk provided guide quotations and the Council decided to purchase the Glasdon box at£131.67, proposed by MS, all in favour; the Clerk would check the height so it could be located by the Priory Lane sign; CW agreed to accept delivery.

*The Chairman adjourned the meeting to allow for public comment; there being none the meeting continued.*

  - 6.2 The provision of facilities at the Reading Room – the drawings had been circulated and the Clerk read Nat. Trust comment on the toilet provision. Given the response the Council felt they could not take the matter further.

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6.3 To consider the Council's response to the NNDC Housing strategy paper – the document had been circulated to members and the Council felt that housing support for young people in rural communities should be given more emphasis; also that the infrastructure needs, especially transport, should be addressed so that new housing will be sustainable.

6.4 To consider the Council's representation at Griffon – item deferred.

## 7. Finance

7.1 Finance report: £80 had been received for hire of the Reading Room for the May elections. The internal audit had been completed satisfactorily; the Annual Return had been submitted and the audit completed with the Notice of Completion being posted. The auditor had commented on the Council's assertion that effective internal audit (in Section 2) was carried out prior to the completion of Section 4 (the internal auditor's report). The Council noted the comment and were satisfied that the internal auditor's annual check was an appropriate provided the Clerk presented a bank reconciliation with supporting documentation at each meeting. They would, however, ask the internal auditor to review the 'current' year at the time of his annual audit.

7.2 Budget up-date for 2010-11 and budget for 2011-12 – a draft had been circulated to members and subject to the inclusion of the Reading Room income item in 2010-11 was accepted.

7.3 Precept 2011-2012 – following a proposal by the Chairman the Council determined to set an unchanged parish precept for 2011-12 of £2090.

7.4 The following payments due were approved en bloc, proposer RC, all in favour:

- K Benford, audit fee	£25.00	(cheque 0309) *
- NORSE, grass cutting	£151.74	(0310) *
- E.ON, electricity	£41.30	(0311) *
- Mazars, audit fee	£58.75	(0312)
- Clerk's pay and expenses	£346.84	(0313)

The cheques were signed. (\* signed prior to the meeting). Monies offered (£5.00) for electricity during the Trosh would be put towards coal for the Reading Room.

## 8. Reports

8.1 Clerk's report - the Clerk advised that he had posted an advertisement for job opportunities during the 2011 Census and he was enquiring of NNDC as to whether any sites in Ingworth are affected by the NNDC decision not to contribute to verge grass cutting. He had been advised that new Highways and Community Rangers team had been formed;

### 8.2 Councillors' reports -

RC suggested that the Reading Room area needed weeding; CW offered to do this.

RC advised that the stiles in Ringers Lane were unsafe; the Clerk would write to the landowner, copying NCC (Countryside Access Officer).

MS advised that speed checks had been carried out but no feedback had been received.

JS asked the Clerk to contact NCC about the drain at the i/section of Gulgate Lane with Priory Lane. The meeting closed at 21.00

Signed..... (Chairman)

Date .....2010