

INGWORTH PARISH COUNCIL

Clerk to the Council: Martin K Campbell, Well Cottage, High Street, Southrepps, Norwich NR11 8AH

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Minutes of the Ordinary Meeting of the Council

held on Monday 4th March 2013 in the Reading Room, Ingworth

Present: M Bunce, R Calvert, C Cannon, A Gibbons (Chairman)) and 1 member of the public

1. Cal Cannon opened the meeting, welcoming those present; she confirmed her resignation as Chairman and reported the resignation of Alison Burns from the Council; the Clerk would notify NNDC. Apologies were received from Cllr N Smith (NNDC) and PCSO A Spinks.

2. Election of Chairman- Annemarie Gibbons was proposed and seconded as Chairman and duly elected nemcon. Council members expressed their thanks to Call Cannon for her tenure in office. AG signed the Declaration of Acceptance of Office, and took the chair.

3. Declarations of interest - none

4. Co-option of a member to fill the vacancy on the Council – AG had sought and received the agreement of Andrew Houghton to be co-opted; she proposed this and it was agreed nemcon. The Clerk would contact AH to complete his Declaration of Acceptance of Office.

5. The minutes of the Ordinary Meeting of the Council held on December 3rd 2012 were approved and signed.

6. Matters arising

6.1 NCC highways matters – the Clerk read the replies from NCC and National Trust from the items raised at the last meeting and subsequently.

6.2 NCC footpaths – one path was identified as having not been cleared for many years. The Clerk would follow this up with NCC.

6.3 Localism Act 2011 – DPI forms –AG completed her form and the Clerk would ask JS and AH to do likewise.

6.4 NCC – waste stickers – nil further

6.4 NNDC – street signs; the Clerk relayed the follow up information from Cllr N Smith (NNDC) about Butts common.

7. Planning

7.1 R Craddock, extensions at The Cottage, The Street (12/1111) – this had now been permitted, with conditions. *In a brief adjournment, the Council heard about the intrusive nature of the works with associated parking issues. The meeting resumed.*

7.2 Other planning business: To review the consultation process as described in the Council's Standing Orders – the Council considered the current process, and how to improve the visibility of the Council, involve all members and provide applicants with a better way of presenting their proposals. The Council agreed to suspend the planning applications procedure in the Standing Orders for the rest of 2013, asking the Clerk to call a short meeting for applications when received.

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8. Finance

8.1 Finance report – the Clerk confirmed that the Council had not made any adjustment to the precept demand as the nett result would have been minimal for the Council; he had made the Reading Room available for the May elections at a charge of £80; he had received confirmation of the Council's registration with the Information Commissioner; PAYE was to go on to real-time input so would be another change for the Council; he presented a bank reconciliation which was signed.

8.2 The following payments due were approved en bloc, all in favour:

- E.ON, electricity	£19.85	(cheque 0371)*
- Clerk's pay	£188.66	(0372)
- Clerk's expenses	£179.87	(0373)

There was no income tax due and the cheques were signed. (* signed outside the meeting)

9. Notified items

9.1 The Rural Community Association, Blickling – RC gave a brief account to members about how the association had impacted Ingworth families and the Council expressed their regret that the organisation had decided to close. The hall would revert to National Trust.

10. Reports

10.1 Clerk's report – the Clerk had attended the Sea Palling exhibition about Flooding and the role of Emergency Planning; he had placed some literature on circulation. The next Aylsham area meeting would be on 20/3/13 in Banningham at 6.45 pm. He gave feedback from Cllr N Smith (NNDC) about the naming of Butts Common. He had been advised by National Trust that the Reading Room was to be repainted on the outside. He advised that there was a new programme of training for councillors if any members wished to attend. He confirmed that the next meeting would be preceded by the Annual Parish Meeting at 7.30 pm on May 13th 2013.

10.2 Members' reports -

RC advised that the latch of the playground gates needs attention which AG agreed to progress.

RC suggested improving the playground by introducing a 'swing-seat'; she and other members would review options, select a suitable product and advise the Clerk so funding contributions could be sought.

AG presented a report on the Bure issues with EA, which was focussing on collecting historical evidence of flooding so specific areas could be targeted in future maintenance work. The item would be revisited at future meetings.

There being no other business, the meeting closed at 20.50.

Signed..... (Chairman) Date.....May 2013