

INGWORTH PARISH COUNCIL

Clerk to the Council: Kirsty Cotgrove, Bodgers Field, Norwich Road, Briston, NR24 2BB
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Minutes of the Parish Council Meeting of Ingworth Parish Council held on Thursday 14th May 2020, at 7:00pm, via Zoom (online).

Present: Annmarie Gibbons (Chair), Bill Foster, Belinda Northey, John Toye (North Norfolk District Councillor)

0 Parishioners

K Cotgrove (Clerk).

20/28. Apologies for absence – A Gibbons welcomed everyone. Apologies were accepted for Gill Chambers and Fran Whiting.

20/29. Declarations of Interest & dispensation to speak – None.

20/30. To agree the minutes of the Parish Council meetings held on Thursday 13th February and 14th May 2020 – The minutes of the meetings on 13th February and 14th May 2020 were approved and signed (prop. B Northey, sec. B Foster, all agreed).

20/31. Matters arising, not on the agenda – None.

20/32. Finance

(a) To approve the financial statement and budget update – The cash book and budget update were approved (prop. A Gibbons, sec. B Northey).

(b) Payments – The following payments were approved:

(i)	£ 250.00	Kirsty Cotgrove – clerk's salary for May meeting
(ii)	£ 30.00	J Boxall – internal audit
(iii)	£ 461.96	Came & Co - insurance
(iv)	£ 90.00	R Slaughter – grass cutting
(v)	£ 114.71	NALC – annual renewal
(vi)	£ 31.41	E.on – electricity direct debit
(vii)	£ 250.00	Kirsty Cotgrove – clerk's salary for August meeting
(viii)	£ 54.00	R Slaughter – grass cutting

(c) Receipts- The following receipt was noted –

(i)	£ 1373.00	NNDC – precept 1 st instalment
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The Clerk reported that NNDC have been in touch and invited the Parish Council to apply for a Covid19 business grant. She has applied and will wait and see if successful.

20/33. To update on the Vattenfall wind farm application and others – The Vattenfall application has been approved by the Secretary of State, despite being recommended for refusal by the Planning Inspectorate. A group, headed by an Oulton Parish Councillor are investigating the possibility of a judicial review, and are requesting donations. This was discussed at length, but agreed not to donate at this stage.

20/34. To note a Parish Council vacancy, and if necessary to co-opt a Councillor – Phil Conyers has resigned from the Parish Council, and the vacancy has been advertised as

required. No-one has come forward to fill the vacancy. The Clerk will contact Electoral Services to confirm qualification rules.

20/35. To receive the annual playground inspection report, and to note recommendations – The overall report was very good, with a few low/medium risk recommendations. These were noted and will be actioned.

John Timewell (County Councillor) arr. at 7:23pm.

20/36. To update on grass cutting – Norse have ceased operations in this area, so the Parish Council have been left without a contractor for the year. A local gardener has offered to cut the grass on an ad hoc basis this summer, so two cuts have been carried out this summer, with a Parishioner volunteering another cut. The grass cutter will be instructed to cut when needed until the budget for grass cutting has been used. Quotes will be obtained for the 2021 season in the autumn.

20/37. To receive the County Councillor and District Councillor reports – J Timewell reported that staff and committees are operating well virtually. It was confirmed that the Parish Council have been successful in its bid for a SAM2, and should make contact with Justin le May. A Gibbons thanked J Timewell for his contribution of 50% of the cost of the SAM2 unit.

J Timewell left the meeting at 7:28pm.

J Toye reported that all staff have gone back to their usual jobs, after being redeployed to help in the Covid response, but are still working from home. J Toye asked Councillors for their Vattenfall views, so he can represent them in future meetings.

J Toye left the meeting at 7:32pm.

20/38. To update on Highways issues, and to update on the SAM2 Parish Partnership application – It was agreed that B Foster will liaise with Justin le May regarding delivery of the SAM2. A third position for the unit was discussed, and it was agreed that outside the church is not appropriate. B Foster will speak to Westcotec to ask them to meet in the village to suggest additional positions for the unit. The Clerk will contact the National Trust to ask when the last electrical safety check was carried out, so the SAM2 battery can be charged there.

20/39. To update on the Environment Agency scheme for the flood plain. – A Gibbons had a meeting with an EA representative which was very productive, and the results of this were distributed prior to the meeting. The Internal Drainage Board have stated that, as they carried out some work last year, they do not intend to do any more in Ingworth until 2023. A gibbons will speak to them to see if they bring the date forward. Going forward, the EA have offered to meet with the Parish Council next year, for a long term plan.

20/40. To review the following policies – The following policies were agreed and signed as necessary (prop. A Gibbons, sec. B Northey, all agreed):

- a. Annual Review of Internal Audit
- b. Annual Review of Internal Control
- c. Financial Regulations

- d. Asset Register
- e. Risk Management Policy

20/41. Correspondence - The following items were noted, but no action was taken:

- a. Taxi Handbook Consultation
- b. Supporting Silver Sunday 2020
- c. Battle of Britain 80th Commemoration

20/42. Items for discussion at the next meeting – The NT have agreed to supply some wood to protect the Village Green verges. It was agreed that surrounding properties will be consulted, to ensure access is not restricted. A Parishioner and Councillor have offered to contact Highways and meet them on site, to confirm boundaries. This will be included on the November agenda.

20/43. Date of next meeting- Thursday 12th November 2020, 7:00pm.

20/44. To close the meeting - There being no further business, the meeting closed at 7:55pm.

Signed by:

(Chair)

Date: