**MINUTES OF A MEETING OF NARBOROUGH PARISH COUNCIL HELD ON MONDAY 3 FEBRUARY 2020 IN THE CHURCH CENTRE BEGINNING AT 7.30pm**

**Present:**

**Mr J Collins Chairman**

**Ms J Bentley Councillor**

**Mr S Davey Councillor**

**Mr P Wilkinson Councillor & Breckland Councillor**

**Mr D Williams JP Vice-Chairman**

**Also In Attendance:**

**6 Members of the Public**

**Mr D Burchell Clerk to the Council**

1. Apologies. Apologies were received from Mr E Colman Norfolk County Councillor.
2. Minutes of Meeting Held on 8 January 2020. It was proposed by Councillor Davey, seconded by Councillor Williams and unanimously resolved to approve the minutes of the meeting on Wednesday 8 January which were signed as a true and accurate record of the Meeting.
3. Declarations of Other Registrable Interests. The following Declarations of Other Registrable Interests were made under the Breckland Code of Conduct:
   1. Councillor Wilkinson Items 10a to 10f
   2. Councillor Williams Item 10f.

**Standing Orders Suspended at 7.32pm**

1. Public Participation:

County Councillor:

Council considering new plan to empower people who have learning difficulties. This will consist of Wellbeing, Promoting Independence, and Skills and Employment.

Concerns raised over ‘agonisingly slow’ A47 project.

‘Get Checked’ campaign to encourage anyone worried about their blood pressure to go to any participating community pharmacy to get it checked.

Norfolk Resilience Forum partners have met to discuss potential risks and impacts of Coronavirus – County is well prepared to respond to any potential incident.

District Councillor:

Breckland Council is supporting ‘Empty Homes Programme’ in the private sector.

Public:

Although grateful that the footway in the vicinity of 27 Westfields has been resurfaced householders were inconvenienced because no notice of the work was given.

Occupier of 105 Westfields is still waiting for promised repairs to footway to be carried out.

Concerns expressed at speeding along Denny’s Walk and Chalk Lane – complainants were encouraged to try to reform the Community Speed Watch – several of those attending the meeting expressed willingness to participate.

**Standing Orders Reinstated at 8.50pm**

1. Chairman’s Announcements. The Chairman advised the meeting that he had received a letter of resignation from the Clerk to The Council who has decided that, as he is in his 75th year and 20 years in post, it is time to stand aside for someone younger to take the post. The Chairman said he spoke on behalf of all the Councillors when he said Mr Burchell would be greatly missed and thanked him for his 20 years of service to the council and the community. It was noted that the Clerk is willing to run in tandem/continue in post until the end of July at the latest.
2. Co-Option of Member.
   1. It was noted that:
      1. Following the required period for electors to request an election Breckland had authorised the co-option of a member.
      2. One resident has expressed an interest in joining the Council.
      3. That a reasonable time should be allowed for Councillors to identify anyone else who might be considered for co-option.
   2. It was agreed that, subject to any candidates filling the requirements set out in the local Government Act, co-option of a new member will take place at the March Meeting.
3. Independent Internal Auditor.
   1. It was noted that:
      1. Mr B Rayner has unfortunately had to resign as the Council’s Independent Internal Auditor.
      2. The audit for the period October to December 2019 was carried out by Mrs S Green, a previous holder of the post, and it was agreed that she be paid £10.00 from petty cash for standing in at short notice.
      3. The Clerk will make arrangements to advertise the post which needs to be filled by 1 April.
   2. The Chairman expressed the council’s thanks to Mr Rayner for his service over the past 10 years.
4. Defibrillator. It was noted that the sum of £100.00 has been received from the Community Centre Management Committee towards the purchase of a Community Defibrillator. The Clerk advised that the Council could expect further contributions once requests have been distributed among local groups and businesses.
5. Aerodrome Memorial. It was noted that steady progress is being made on the repair/refurbishment of the Aerodrome Memorial. At present there is no indication of a completion date.as the contractor is having to fit in work around his primary commitment to BAE Systems.
6. Planning Applications:
   1. 3PL/2017/0768/F – Willow Bank, Main Road – Erection of 3 terraced houses – Undecided.
   2. 3PL/2017/0997/Var – Persimmon Homes – Undecided.
   3. 3PL/2017/1001/Var – Persimmon Homes – Undecided.
   4. 3PL/2019/0312/F – Land adjacent to Cabin, Swaffham Road – Erection of dwelling – Undecided.
   5. 3PL/2019/0994/Var – Persimmon Homes – reduction of buffer zone on rear boundary of 22 Sandy Road – Undecided.
   6. 3PL/2019/0831/F – Land off Meadow Road – Use of plot for travelling show-people – application to be considered by Planning Committee on 10 February.
7. Correspondence. There was no correspondence to be brought to the attention of the Council.
8. Reports:
   1. Swaffham SNAP. Councillor Wilkinson advised that despite increasing antisocial behaviour in the village the SNAP had allocated priority to similar problems in Swaffham.
9. Finance. The following invoices were unanimously approved for payment:
   1. D J Burchell – Clerk’s Salary for January - £288.60.
   2. HMRC – PAYE for January - £72.00.
   3. RBL Poppy Appeal – S137 donation (2 wreaths) - £40.00
   4. Anglia Computer Solutions – System upgrade - £150.00.
   5. Westcotec Ltd – Lighting Maintenance - £167.79.
   6. Mr B Rayner – Independent Internal Auditor Honorarium – £60.00
   7. CGM Group (East Anglia) Ltd – Spray Closed Churchyard - £36.00.
10. Village Matters:
    1. Domestic Abuse & Drugs Presentation. Councillor Williams offered to arrange a presentation on the ‘threat of domestic abuse and the effect of drugs on the young’ in cooperation with Mrs S Greeno of the Community Centre Management Committee – the offer was taken up with enthusiasm.
    2. Grit on Roads. Councillor Bentley asked if arrangements are yet in place to have the road sides along Main Road and Swaffham Road swept clear of loose chippings. The Clerk apologised for the delay in requesting a sweep from Highways and advised he will contact the Highways Engineer with a request in the near future.
    3. Cross Roads. Councillor Wilkinson asked if there would be any objection to installing ‘bollards’ on the southern side of the cross roads to prevent HGVs running up onto the grassed area. The Clerk advised that permission will be required from Highways because the area concerned is part of the public highway.
    4. Football Pitch Resurfacing. Councillor Davey noted that a neighbouring community has mentioned the possibility of applying to the FA small grants programme for funding for work on their football pitch and asked if Narborough Football Club has considered this as way of getting funding towards their resurfacing programme. The Clerk will point out this possibility to the Club as an additional way of obtaining match funding.
    5. Clerk’s Retirement. It was agreed that the Clerk will prepare a job advertisement for approval of the Council to be placed on Social Media, the Council web site and with Norfolk ALC.
11. Next Meeting. It was noted that the next Meeting is on Monday 2 March.

**The Meeting Closed at 8.30pm**