**MINUTES OF A MEETING OF NARBOROUGH PARISH COUNCIL HELD ON MONDAY 2 MARCH 2020 IN THE CHURCH CENTRE BEGINNING AT 7.30pm**

**Present:**

 **Mr J Collins Chairman**

 **Ms J Bentley Councillor**

 **Mr S Davey Councillor**

 **Mrs R Green Councillor**

 **Mr D Williams JP Councillor**

 **Mr P Wilkinson Councillor & Breckland Councillor**

 **(Items 1 to 6 only)**

**Also in Attendance:**

 **4 Members of the Public**

 **Mr D Burchell Clerk to The Council**

1. Apologies. Apologies were received form Mr E Colman, Norfolk County Councillor.
2. Minutes of Meeting Held on 3 February 2020. It was proposed by Councillor Davey, seconded by Councillor Wilkinson and unanimously resolved to approve the Minutes of the meeting held on Monday 3 February 2020 which were signed as a true and accurate record of the Meeting.
3. Declarations of Other Registrable Interests. Councillor Williams declared Other Registrable Interests in item 10 under the Breckland Code of Conduct.
4. Public Participation:

**Standing Orders Suspended at 7.32pm**

 County Council:

 Norfolk’s Police & Fire Collaboration has now been running for a year – steps taken during the first year include:

 Shared emergency control room

 Shared approach to dealing with missing persons

 Shared resources and training of staff.

 Utilising buildings for the benefit of both services

 Joint public community engagement events.

 27 February marked the official opening of new circular walk between Holkham and Wells.

 Council Tax to rise by 3.99% - 1.99% for general Council Tax and 2% under Government’s adult social care precept.

 District Council:

 Breckland to support empty homes programme.

 Funding being made available to support vulnerable people in Breckland.

 Public:

 Concerns expressed as to damage caused by HGVs along Chalk Lane, Narford Road, and at the cross roads - it was explained that only way to prevent such vehicles routing through the village is to obtain a change to the route hierarchy. Clerk will ask County Councillor to pursue possibility of seeking a change now that RAF Marham heavy goods traffic no longer uses Crash Gate 5. Council will investigate positioning of bollards on northern side of cross roads.

**Standing Orders reinstated at 7.50pm**

1. Chairman’s Announcements. There were no Chairman’s announcements.
2. Co-Option of Member:
	1. It was noted that there are 2 possible candidates one of whom has asked for time to assess the impact that being a Councillor may have with regard to his new job.
	2. It was proposed by Councillor Davey, seconded by Councillor Williams and unanimously resolved to postpone the co-option of a new member for a period of at least 2 months.
3. Independent Internal Auditor: It was noted that
	1. At the time of the meeting no one has shown any interest in takin gup the post of Independent Internal Auditor.
	2. The post will need to be filled by mid-April to enable next scheduled internal audit to be completed.
4. Clerk to The Council. It was noted that:
	1. There has been one strong application for the post.
	2. The Council will need to make arrangements to store and archive documents and files held by the present incumbent.
	3. Arrangements may have to be made by the Council to ‘employ’ someone to carry out the necessary checks on the play and keep fit equipment, and to ensure the batteries in the SAM 2 equipment are regularly changed.
	4. Arrangements should be made to start the interview process soon after the 16 March.
5. Community Defibrillator. It was noted that to date a total of £255.00 has been pledged by village organisations and businesses towards the purchase of the Community Defibrillator.
6. S137 Donation. It was proposed by Councillor Davey, seconded by Councillor Williams and unanimously resolved to make a Section 137 donation of £60.00 to East Anglia’s Children’s Hospice.
7. Planning Applications:
	1. 3PL/2017/0768/F – Willow Bank, Main Road – Erection of 3 terraced houses – Undecided, but noted that this application has been in the system for 3 years.
	2. 3PL/2017/0997/Var – Persimmon Homes – Undecided.
	3. 3PL/2017/1001/Var – Persimmon homes – Undecided.
	4. 3PL/2019/0312/F – Land adjacent to the Cabin, Swaffham Road – Undecided.
	5. 3PL/2019/0904/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 – Permission Refused.
	7. 3Pl/2020/0198/HOU – 59 Old vicarage Park – Extension to dwelling – No Objections.
8. Correspondence.
	1. Norfolk & Suffolk 4x4 Response – Request for S137 Donation – to be considered at April meeting.
9. Reports. There were no reports on attended external meetings.
10. Finance. It was unanimously resolved to approve the following invoices for payment:
	1. D J Burchell – Clerk’s Salary for February - £288.60
	2. HMRC – PAYE for February - £72.00
	3. J Freestone – Repair to fence and notice board - £73.25.
	4. D J Burchell – Petty Cash – £50.00
	5. D J Burchell – Refund on annual payment for AVG Internet Security -£74.99.
	6. Norfolk ALC – Annual admin fee for web site - £110.00
	7. East Anglia’s Children’s Hospice – S137 donation - £60.00.
11. Village Matters:
	1. Councillor Bentley. Noted that she has been advised by Persimmon Homes that work on the footway from Skipper’s Meadow to Westfields will soon be authorised.
	2. Councillor Williams. Advised that he and Mrs S Greeno will be arranging for a presentation on Consumer Safeguarding to be held in the Community Centre in June/July.
	3. Councillor Collins. Noted that the pedestrian barrier at the end of the Westfields/Marham Road alley needs re-installing. Clerk to request highways to action.
	4. Denny’s Walk Junction. It was noted that the location underground services have been marked prior to the planned work on the drains in the area commencing.
	5. Narborough Photographic Club. It was noted that the newly formed Narborough Photographic Club now meets regularly at the Church Centre.
12. Next Meeting. It was noted that the next meeting will be on Monday 6 April and will be preceded by a Village Meeting to be held in the Church centre beginning at 7pm.

**The Meeting Closed at 8.15pm**