

WINFARTHING PARISH COUNCIL
Minutes of the Parish Council meeting held on
Monday 17th June 2024 at 7.30 pm at
Winfarthing Village Hall, Hall Road, Winfarthing IP22 2EJ

Councillors Present: Cllr Eric Cole (Chair), Cllr Lynne Rogers, Cllr Peter Frost, Cllr David Rix, Cllr Jono Smith

In attendance: Karen Rix (Clerk), District Cllr James Easter (until end of item 7)

Members of the Public: 3

1. **To receive and consider apologies for absence**
Apologies received from Cllr Jim Collins, Cllr Richard Steel and County Cllr Catherine Rowett.
2. **To receive or update any declarations of pecuniary interest**
None received.
3. **To approve minutes of previous meeting held on 7th May 2024**
Minutes unanimously approved.
4. **To consider any matters arising from minutes (not covered by an agenda item)**
No matters arising.
5. **To receive an update on actions from previous minutes**
 - Item 10 – May – District Cllr Easter:
 - Reported that poll clerks were allocated to polling stations as and when they were appointed and not in relation to where they lived.
 - Provided Cllr Cole with a copy of the Anti-Social Legislation
 - Confirmed that there were 29 Saffron Housing properties in the village and currently only 1 was empty however this was due to be occupied shortly.
 - Item 11 – May – Cllr Smith advised that his contact would donate the steel sheet for the noticeboard.
 - Item 12.1 - Clerk to provide Cllr Smith with Barclays signatory form remains ongoing.
 - Item 8.5 – Nov 2023 – Cllr Frost had purchased Microsoft Office 365 and installed on the parish council laptop. The Clerk expressed her thanks to Cllr Frost.
 - Item 9.5 – Nov 2023 – Cllr Rogers reported that the village hall hire charge to the parish council remains at £15/hour.
 - Item 16 – July 2023 – Item discussed under Clerks report.

All other actions were completed.
6. **To receive questions or comments from parishioners**
 - A MOP reported that they were happy to help with footpath maintenance.
 - A MOP raised an issue regarding Footpath 11 which has become very overgrown making it difficult to access in parts. They thanked the landowner for spraying off the fields crossed by the footpath adding this had made it much easier for walkers

Signed Chair

to use. The MOP also noted that a footbridge was broken at the village end of the footpath and that beyond that bridge the footpath was not accessible, as structures had been erected on the route by the property owners. Cllr Cole advised the MOP that the footbridge would be reinstalled in due course but recognised the footpath was blocked beyond that point. Cllr Cole advised that the parish council footpath officer, Cllr Steel, was in communication with residents and NCC Highways regarding this access, but also advised the MOP to report the issue themselves to NCC Highways.

7. To receive a report from County and District Councillors

- County Councillor Rowett's report had been circulated prior to the meeting. A copy can be found with these minutes.
- District Councillor Easter advised that due to the election announcement he was unable to provide a report.

Cllr Rix asked for a progress update regarding Deal Farm Biogas plant. Cllr Easter advised that the appeal had started on 17th June 2024 with a lengthy visit from the Chief Planning Inspector.

District Cllr Easter left the meeting after item 7

8. To receive the Clerk's report

- The Clerk advised that the Notice of Public Rights had been published.
- The Clerk advised that a VAT claim had been made for 2023-24 financial year.
- The Clerk reminded councillors that whole council training would take place on 1st July 2024.
- The clerk reported that she had received membership details from Community Action Norfolk (CAN), these had been circulated to Cllrs prior to the meeting. The Clerk also reported that CAN had provided official documents relating to the ownership of the land and village hall which she would circulate to all Cllrs. Cllr Rogers proposed the parish council should subscribe to CAN, seconded by Cllr Rix and unanimously agreed. The Clerk agreed to discuss the silver/gold package level with the CAN representative and arrange payment.

Action: Clerk to circulate village hall and land official documents to all Cllr's and arrange payment of CAN membership subscription.

9. FINANCE

9.1. To approve payments (C)

Payment Type/ Cheque No	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT
100261	Karen Rix	Salary May 2024	195.40	
		Total	195.40	

Payments were unanimously approved.

Signed Chair

9.2. Receipts (B)

DATE	RECEIVED FROM	DETAILS	AMOUNT
26/04/24	SNDC	Precept	2567.00

9.3. To receive a report from the Responsible Finance Officer

DETAILS	CR	DR	BALANCE
Cash book balance brought forward: A	3390.69		
Receipts this month (listed above): B	2567.00		
Payments this month (listed above): C		195.40	
Cash book balance carried forward (A+B-C)			5762.29
Community Account Balance			

10. To agree and adopt the Parish Council Safeguarding Policy

The policy had been circulated to all Cllr's prior to the meeting. Cllr Frost proposed the adoption of the policy, Cllr Rogers seconded, Cllr's unanimously agreed.

11. To comment on any planning applications

None Received.

12. To receive an update on the Norwich to Tilbury Pylon Scheme and discuss response to consultation

Cllr's noted that the consultation had been extended until 11.59 pm on Friday 26 July 2024.

13. To receive an update on All Saints Primary School

Cllr Frost advised that the new Headteacher starts in September 2024 and suggested that they be invited to the September parish council meeting.

Action: Clerk to invite new headteacher of All Saints Primary School to the September parish council meeting.

14. To receive an update on Community Speed Watch

Cllr Frost reported that two further Speed Watch events were planned but the recent poor weather meant that they had to be postponed.

15. To receive an update on parish footpaths

Cllr Steel absent - no update received, but also discussed under item 6.

16. To consider any update on correspondence received

The Clerk advised that an email regarding footpath 11 had been received from a parishioner however this had been discussed under item 6.

17. To receive items for the next Agenda and confirm date of next meeting

To confirm date for Clerk's appraisal.

Next Meeting 5th August 2024

Meeting was closed to the public at 9.00 pm

18. To discuss a confidential matter

A matter was discussed and recorded in a confidential minute.

Meeting closed at: 9.54 pm.

Signed Chair

Action List

June 2024

- Item 8 - **Clerk** to circulate village hall and land official documents to all Cllr's and arrange payment of CAN membership subscription.
- Item 13 - **Clerk** to invite new headteacher of All Saints Primary School to the September parish council meeting.

May 2024

- Item 12.1 – **Clerk** to provide Cllr Smith with Barclays signatory form.

DRAFT