

Foulden Parish Council

Minutes from the Parish Council meeting 14 Sept 2015

Foulden Village Hall

Present: Mr D'lorio Mr D Stancombe Mr S Parker
Mr G Sallis Mrs L Cranham (Parish Clerk)

In attendance Councillor Nairn and 8 parishioners

Meeting convened at 7pm

All documents emboldened are attached to these minutes

1. Apologies for absence received from Mr Orrow and Mr Monson
2. Declarations of interest none
3. Minutes of 6th June 2015 proposed by Mr Stancombe and seconded by Mr Parker
4. Business carried forward none
5. Parish Councillor vacancies there are prospective candidates for co-option to the Parish Council. This will be an agenda item at the meeting of the 2 November 2015. A **policy for co-option** has been written by the Parish Clerk and this has been approved with the amendment to remove the word "absolute" from the 5th bullet point. Motion to take this forward Mr Sallis and seconded Mr Parker.
6. Parish plan Mr D'lorio introduced the **Parish Plan** to the meeting and invited comments. Amendment was made to priority 2 to include " and the upkeep and maintenance of the grounds" and an amendment to priority 9 to include " and prepare a neighbourhood plan". The plan will be advertised on the notice board and tweeted via Foulden Tweets, Mr Stancombe will arrange for it to be included in the next edition of SignPost. Motion to approve the plan Mr Stancombe and seconded by Mr Parker.
7. To receive progress reports Mr Stancombe reported on the repairs to pot holes and the road at Beckett End, however there is further repair needed, Mr Stancombe will chase this up. Mr Parker reported that there is no new information regarding Broadband we are still on track for everything to be in place by mid December.
8. Communications to the Council Mr D'lorio informed the meeting that he receives regular updates from the Charity Commissioners and wished to make everyone aware of that in recent months the Commission has begun to investigate several charities for issues including irregularities in conflict of interests, the validity of appointed trustees. The way forward for the Recreation Ground must comply with all regulations, there will be a separate Recreation Ground meeting. The Parish Clerk was asked to contact the Recreation Ground insurers in order to check the insurance and to ask for a copy of the insurance policy by the remaining trustee of the Recreation Ground.
9. Financial statement and approval of accounts The Parish Clerk produced a bank **reconciliation for the Parish Council account** and a reconciliation for the **Village Hall accounts** and **accounts for approval**. Motion to approve by Mr Parker and seconded by Mr Sallis

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- 10.** To receive planning decisions The Parish Clerk informed the meeting of the approval giving to planning application 3LP/2015/0584/F
- 11.** Public surgery Mr Rice reported the fence opposite Foulden Hall needed attention and despite best efforts this has not been done. Mr Stancombe will take this up and arrange a meeting with all parties, Mr Nairn passed on the contact details of the appropriate Council Officer. The hedge near Everetts Farm, reported at the Annual Meeting will also be checked.
Discussion was held regarding the Community Defibrillator Scheme, Mr Nairn explained that parishioners would need to be trained in CPR too and offered to bring a training kit. Mr D'lorio asked for the kit to be delivered to him so he could arrange a training meeting in the village. The number of those interested will influence the decision to apply for the Community Scheme. The Parish Clerk informed the meeting that the external auditors Mazaars had approved the 2014/15 parish accounts and the financial return was displayed on the notice board as required. Anyone who wishes a hard copy of the financial return should apply to the Parish Clerk a £1.50 charge per copy would be made.
- 12.** The Village Hall Mr Sallis informed the meeting that all direct debits have been changed to the new account, in future the Parish Clerk will manage the Village Hall finances. The Village Hall roof will be repaired soon thanks to a matched funding grant from Breckland Council. Other repairs are needed to the Village Hall, including the refurbishment of the gentlemen's toilets to install another accessible WC, and the floor in the main hall also needs attention. Mr Nairn advised to treat each repair as a separate project as this will enable funding from Breckland to be applied for. Mr Sallis will compile a list of the repairs needed then quotes for the work will be sought. Calor Gas have offered an automatic top up service – Parish Clerk to take this forward and to seek advice from Calor about the location of the gas tank.
- 13.** Recreation Ground Covered in agenda item 8
- 14.** Former Highways Surveyors Mr Stancombe has passed all the paperwork for the accounts to the Parish Clerk. At the next meeting the Parish Clerk will report on the finances.
- 15.** Document retention The Parish Clerk wished to adopt the document retention guidelines written by NALC, Parish Clerk to circulate the guidelines for consideration.

Meeting closed 8:05pm

Signed

Dated

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