

DITCHINGHAM PARISH COUNCIL

<u>The 2013 September meeting</u> was held on the 16th at 7.30pm in the village hall with Cllr.Green in the Chair & the following present: Cllrs.Cossey,Kirkpatrick, Mison, Ogden & Weston together with clerk John Smith. Also present were County Cllr. Somerville & Stuart McLennon All Hallows Hospital in charge of maintenance together with two members of the public. <u>Parishioner Question Time</u> opened with the Chair welcoming those present & Stuart McLennon was invited to explain the request to lay electricity cable under the Dip from the sub-station so as to upgrade the supply to All Hallows Hospital. He provided a map showing the proposed line which was very necessary for the future supply of electricity. If under the Dip, rather than the highway, costs (and disruption) would be far less. Furthermore there would be no disruption to the domestic supply. The idea was favourably received and it was agreed that agenda item 16 would follow after the minutes for a decision to be made. Recognising that Stuart McLennon had the portfolio for maintenance at All Hallows, the Chair asked for a progress report on the vandalised wall adjacent to the Skate Park & was assured that a further quote for the insurance claim was awaited and work could then be put in hand. David Fairhead expressed concern over some stones from the recent pathway encroaching on the grass and around the goalposts. He was also obtaining far more litter than he could cope with from the bins. The Clerk was asked to look into the provision of a commercial bin collection. Chair and Cllr. Weston would organise a working party to deal with the stones while Cllr. Weston proposed that when funds permitted, tarmac might be applied. This session then closed at 7.45pm.	Action by:
MEETING PROPER 1. <u>Apologies for absence</u> were received & accepted on behalf of Cllrs. M.A. & M.C. Ankrett, Chadd & Mulley. Also Dis. Cllr. Allen & the police had been unable to attend. 2. No <u>Members Interests</u> were declared but the relevant papers required by law, from all councillors, at SNC still left much to be desired with the clerk wondering if many had no fixed abode or interests. Councillors acknowledged their general omissions. Consequently the clerk would endeavour to obtain the requisite information. 3. <u>Minutes of the 15th July meeting</u> were confirmed to be signed by the Chair upon completion of the meeting. 16. <u>All Hallows request</u> was unanimously approved on the Chair's proposal, 2nd by Cllr. Kirkpatrick subject to the proviso that careful monitoring of the Dip surface be carried out by the appropriate hospital department and reinstatement as necessary at All Hallows expense. 4. There were no <u>Matters Arising</u> not covered on the agenda.	Clerk KW Clerk

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14. <u>External Reports</u> County Cllr. Somerville's report stressed that a reduction in the 2014/15 NCC budget of £189 million, over three years, would not affect Council Tax and the website "Putting People 1st" would give the public an opportunity to put views on ways to address the shortfall. Meetings would be held throughout the county. After some discussion & questions, other pressing business necessitated her leaving at 8.05pm after having been thanked for having attended.	
Dis. Cllr. Allen had kindly made her report available.	
5. <u>Resignation of the Clerk</u> after almost 56 years service was reluctantly accepted and the Chair called for a vote of thanks which Cllr. Weston proposed and with Cllr. Kirkpatrick seconding councillors were happy to participate in. The vote of thanks was carried unanimously. The Clerk expressed his reluctance to sever his ties with the council but felt that reaching 86 years of age it was time to do so and though the last few years had been stressful he had been kept on his toes which was no bad thing.	
6. <u>Appointment of new Clerk</u> would enable several points to be addressed in the Contract of Employment & Job Description and the papers distributed detailed these. A short pause gave councillors an opportunity to review the papers & Cllr. Cossey's proposal that further discussion should take place on this subject when more councillors were present was not taken up. Consequently the following proposal from Cllr. Weston, 2nd by Cllr. Ogden was agreed: The Council adopts the tabled papers relating to the position of Clerk, Contract of Employment, Job Description and other supporting papers. The recruitment and employment of the new Clerk is delegated to the Finance & resources Committee. It was agreed that initial advertising of the vacancy would be in the Parishioner and on the web site. In order to cast the net wider the meeting agreed that an advert should be placed in the "Beccles & Bungay Journal" with the Chair checking on costs.	Chair
7. <u>External Reports</u>. The clerk advised that figures provided by the police showed Ditchingham's crime figures to be no more than the average throughout the district. Cllr Mulley (through Cllr Weston) told the meeting he had alerted the police to instances of alleged drug dealing.	
8. <u>Finances</u>. Cheques as per annex A were confirmed. The Chair introduced the need for Councillors to be mindful that at the next (November) meeting that it would be necessary to agree draft budgets for the precept 2014-15 and asked that they gave consideration in advance to the implications thereof. The Chair also reminded Councillors to consider use of S106 monies. with Cllr. Weston had drawn up a "Wish List" from the public participation at the fete. Further consultation would be necessary. Cllr Cossey raised the issue of an advance on S106 monies but Cllr Weston had already (unsuccessfully) explored this approach (re VAS).	All KW
9. <u>Insurance</u>. the Chair informed the Council of revised arrangements, made between meetings, explaining the urgent need to put the council insurance on a more sure footing. This had incurred extra expenditure and also a necessary change of provider.	
10. <u>Planning Committee</u> report gave details of those considered (annex B) & those decisions had been confirmed by SNC.	
11. <u>Internal Advisory Committee reports</u>	

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<u>Planning & Highways</u> Chair, Cllr. Weston enlarged on his comprehensive report (as attached) & proposed that, when funds permitted, the bus shelter seat be reinstated. Cllr. Cossey 2nd with a majority in favour. Cllr. Weston reported that in the likelihood that the Council was unable to find its 25% contribution towards the Vehicle Activated Signs that we withdraw our application which was reluctantly acknowledged by all Councillors.	KW
<u>Local Development</u> Chair's report was given by Cllr. Ogden(as attached) and it was pointed out that the nets had still to be fitted to goalposts, as those originally purchased by MAP had not been the right size. Cllr. Chadd would be requested to follow up (with Cllr. Mulley's input) on the Yard Sale with the Earsham project being a good example.	KW
<u>Maintenance & Environment</u> Chair Cllr. Kirkpatrick gave his report (as attached).	Clerk JC
<u>Finance & Resources</u> Chair Cllr. Green circulated comprehensive papers (as attached) being recommendations with regard to business conducted by this committee. The recommendation by Cllr Cossey that the current Planning Policy wording be amended was not accepted. The protocol relating to Risk Management Implementation requiring adoption before the Auditor would sign off our 2012/13 accounts. Other papers and protocols for adoption included revised Terms of Reference and Policies, Health and Safety, and Financial Regulations. Consequently on Cllr. Weston's proposal, 2nd by Cllr. Kirkpatrick it was unanimously agreed that all recommendations (and tabled documents) be adopted.	
At this point Cllr. Weston proposed a vote of thanks to Cllr. Green for the hours he had spent on the very necessary paper work to ensure that this council met its responsibilities and Cllr. Kirkpatrick endorsed this on behalf of other members.	
12. Council Employees. The Chair raised the issue of HMRC rules with regard to employees and the clerk was instructed to further the Council's responsibilities in regard to its present employees.	Clerk
13. <u>Casual Vacancy</u> caused by ex Cllr. James resigning was discussed, and a vote of thanks for his past efforts to council & community matters, was proposed from the Chair, 2nd by Cllr. Weston & endorsed by councillors.	Clerk
Although Stephen Read was known to still be willing to serve it was considered the vacancy should be advertised in the usual manner with co-option at the November meeting.	
15. No <u>Issues not decided by Committee</u>.	
16. <u>Correspondence</u> The questionnaire from the Bungay & District Sports Association would result in one council response when councillors' views were to hand. The Clerk was tasked to collate councillor's views using the format provided by B&DSA.	Clerk
17. There was no <u>Other Urgent Business</u>.	
18. Next scheduled meetings were confirmed: Full council 18th November 7.30pm. Planning Committee 14th October 6pm.	
The meeting closed at 9.50pm.	