



TIVETSHALL PARISH COUNCIL

Minutes of Tivetshall Parish Council Meeting: 7:30 p.m. Wednesday 10 June, 2015, Tivetshall Village Hall

Present: Tony Jollans (Chair), Rita Land, Christopher Miller.
Lynn Jollans, (Clerk).
3 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies received from Martin Wilby, District Councillor and Isabelle Agrir (PCSO).

2. DECLARATIONS OF INTEREST

- 2.1 Tony Jollans declared an interest in item 11.3.3 of the agenda, payment to The Kitten's Got Cream, which is his daughter's business.
- 2.2 Rita Land declared an interest in item 6.1 of the agenda. Planning application for Cherry Tree Barn, as she is related to the applicant.

3. DISPENSATIONS

- 3.1 The clerk granted dispensation to Rita Land to discuss and vote of item 6.1, on the grounds that council would be inquorate without her participation.
- 3.2 The clerk granted dispensation to Tony Jollans to discuss and vote on item 11.3.3, on the grounds that council would be inquorate without his participation.

4. MINUTES

- 4.1 Minutes of the May meeting were reviewed and approved.
- 4.2 Matters arising from the minutes
 - 4.2.1 Re. item 10 installation of dog bin. The clerk reported that this had indeed been installed on 12 May but she had contacted them as no invoice had been received for this work or for the annual collection of dog bin waste. She has received a reply saying that the invoice would be reissued to the correct address.
 - 4.2.2 Re. item 17.1 Came and Co. (Insurance Brokers) had responded that the amount insured for street furniture had been increased to £5000 as per council's request and that on this occasion they had waived any additional premium.

5. PUBLIC PARTICIPATION

- 5.1 There were no reports from District and County Councillors or the PCSO.
- 5.2 Parishioner's Forum.
 - 5.2.1 Complaint was made about the state of footpaths all over the parish. These are overgrown and many of the signs are down. The clerk to address on receipt of contact details from David Evans.

- 5.2.2 The new dog bin was reported as being of a much better design to the existing ones, having a quiet plastic lid with a handle. Enquiry was made as to updating the current bins.
- 5.2.3 David Evans gave a short update on the broadband situation. Tests had been made on several properties, including the school, and connection speeds were expected to be much improved. Further survey work will be continuing throughout the year

6. PLANNING.

- 6.1 2015/0960 Cherry Tree Barn Lodge Road application for workshop and storage. There was some concern about the use to be made of these building due to misleading wording of the planning application. After some discussion it was agreed to approve the application but that if permission is granted the condition that the buildings are only used for the enjoyment of the domestic dwelling should be considered.

7. GENERAL MAINTENANCE

Tim Playford has been asked to go ahead with the work on benches and notice boards but no response received as yet.

8. ST MARY'S CHURCHYARD.

No further information as to the cost for this work available as yet. Council will consider when quote received.

9. FINANCIAL REGULATIONS

The chair will complete his suggested amendment to the model document and circulated to councillors for comment and input via email. It was not thought necessary to set up a Finance Working Group to meet outside council meetings to address this matter.

10. TO NOTE CORRESPONDENCE RECEIVED

- 10.1 A parishioner has asked why the council has not advertised the position of clerk. After some discussion council wished the following to be minuted. Whilst council recognises best practice of advertising and interviewing for any paid position it may have, it feels the current arrangement, of having a volunteer performing the duties, to be satisfactory. The volunteer has unconditionally committed to continue at least until April 2016 should council so wish and there is not, nor has there ever been, any suggestion that she would be paid in the future, although she would be free to apply for any vacancy for a paid position that may arise. It was pointed out that if sufficient parishioners felt otherwise there were enough vacancies on the council for them to join and reverse council's decision, should they so wish.
- 10.2 A request had been made for electronic copies of signed minutes, details of councillor's expenses and receipt for same, details of payments made to members of the Jollans family and various other details. The clerk has responded to this request saying that council does not hold electronic copies of signed minutes but that paper copies could be obtained, along with copies of any other documents required, and provided as per the charges in the council's publication scheme.
- 10.3 Concerns had been expressed about the redirection of the rent for the playing field, as per the request of the Gill family. The clerk has been in communication with the family but council agreed, for the avoidance of any possibility that it should be in default of the

terms of the lease, that a cheque for the rent should be authorised at this meeting and delivered to the family by the due date.

- 10.4 Council have received a letter of thanks from the Dickleburgh Sea Scouts for the donation of £100.
- 10.5 The Highways Rangers are coming to Tivetshall in the near future. They have requested details of any minor works to roads and verges that need to be addressed in the parish. The clerk will put the details of the visit on the web site so that parishioners can contact them direct or contact the clerk to relay the information.

11. FINANCE

- 11.1 Internal Auditor. The original intention had been for the clerk to do the internal audit for Burston and Shimpling in return for Alison Wakeham doing the internal audit for Tivetshall but it was later discovered that this type of agreement was against the rules. The situation however has been resolved and the accounts and minute book have been delivered to Alison.
- 11.2 Council received the balance of accounts.
- 11.3 To approve payments to include:
 - 11.3.1 The Primrose Press June Grapevine £112.00
 - 11.3.2 Norse half year maintenance £1323.64
 - 11.3.3 The Kitten's Got Cream supply of cakes £30.00
 - 11.3.4 K. E. Gill Playing Field Rent £5.00.

12. ANY OTHER BUSINESS

- 12.1 The clerk asked if an account with Viking could be set up in order to purchase necessary stationery. Council agreed.
- 12.2 Rita Land offered to take over the defibrillator project.
- 12.3 The surplus holly trees were offered to parishioners in the Grapevine. So far the clerk has received one applicant and is waiting to see if any more come forward.
- 12.4 Both Rita Land and Christopher Miller had been booked onto initial councillor training. Rita Land's training will be complete this week, Christopher Miller's in July.
- 12.5 Rospa has been contacted about the safety of the pond and had requested more details. The clerk to supply photographs.

13. TO SET THE DATE AND TIME OF THE NEXT MEETING.

The next meeting to be at 7:30 p.m. on Wednesday 8 July 2015.

THE MEETING CLOSED AT 8.55 P.M.