WOODTON PARISH COUNCIL MEETING
Minutes of the meeting held on Tuesday 11th August 2015 at 7.30pm in Woodton Village Hall

Members of the Public: Angela Roberts

<table>
<thead>
<tr>
<th>Item</th>
<th>Action By</th>
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<tbody>
<tr>
<td>2015/40 Chairs Welcome. Apologies: David Patey, District Councillor Alison Thomas, Mat Phillips.</td>
<td>JW</td>
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<td>2015/41 Declaration of any Interests in items on the Agenda. None.</td>
<td>JW</td>
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<td>2015/42 Approval and signing of the Minutes of the Meeting held on 30th June 2015. No factual inaccuracies were found and the minutes were approved and signed by the Chair.</td>
<td>JW</td>
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<tr>
<td>2015/43 Matters arising from the Minutes of the Meeting held 30th June 2015 - not to be covered by specific items on this agenda. Copies of Minutes Held at Local Shop JW advised that draft copies (only) of minutes starting from this year’s Annual General Meeting were now being held at the local shop. Agreed to put a note in folder advising that “once formally approved the approved version of the minutes could be found on the Parish Council website”. By-Elections DL advised that the by-election will take place on Thursday 24th September, for the post of County Councillor.</td>
<td>JW</td>
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<td>2015/44 Current Councillor Vacancies AW invited the two candidates, Jane Ford and Mark Leeson to individually address the meeting in support of their applications. AW proposed Jane Ford; all other Councillors present supported the proposal. AW proposed Mark Leeson; all other Councillors present supported the proposal. Both Jane Ford and Mark Leeson were co-opted as Parish Councillors onto Woodton Parish Council. AW advised that a “Declaration of Acceptance of Office” was to be completed by both Councillors at the start of the next meeting to be held on 29th September. Parish Clerk to update contact lists, re-distribute and to update website.</td>
<td>JW</td>
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<td>2015/45 Suspension of meeting for Public Participation. JW raised an issue on behalf of Maria Barry. It had come to Maria’s attention that at Kirby Kane/Beccles there is a sign that states “Shop”, is this something that Woodton could have with the</td>
<td>JW</td>
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signage stating “Village Shop”? JW to speak to Maria Barry advising that at this stage the Parish Council would give their support to the advertisement of the village shop through the use of signage. JW to investigate where the sign at Kirby Kane/Beccles was sourced from.

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<tr>
<th>2015/46</th>
<th><strong>Report from the County Councillor.</strong></th>
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<td>None, as no one in position at the present moment in time.</td>
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<tr>
<th>2015/47</th>
<th><strong>Report from the District Councillor.</strong></th>
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<tr>
<td>E-mail report received from Alison Thomas which AW read out to meeting. Summary of report follows:</td>
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<td>- Since being elected has been allocated the following committees:</td>
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<td>- Planning Committee</td>
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<td>- Chairman of Housing and Wellbeing and Early Intervention Policy Committee</td>
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<td>- Chairman of “Pub of the Year” competition</td>
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<td>- Heritage Champion and Chairman of Design Awards</td>
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<td>- If there are any recent developments in your area which are outstanding please consider putting them forward for a design award.</td>
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<td>- South Norfolk Housing strategy out for consultation so any comments welcome.</td>
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<td>- Some difficult planning decisions recently but we are trying to protect the District from unwanted development until the local plan is adopted and allocated sites take precedence.</td>
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<td>- There is a repeat of the Parish Partnership Scheme so if you wish to apply I am happy to support your application until the new County Councillor is elected.</td>
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<td>- The by-election will take place on Thursday 24th September.</td>
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JW raised the on-going concern of The Kings Head, public house future, with the possibility of the public house closing in October 2015. AW advised that we need the landlord to approach the Parish Council requesting support. JF to speak to landlord. JF to contact Alison Thomas requesting her help and advice and to provide Alison with a list detailing all the activities/events that the public house provides.

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<tr>
<th>2015/48</th>
<th><strong>Finance Matters.</strong></th>
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<td>a) Finance and Admin Report with Financial Summaries to end of July 2015 - Parish Clerk provided this report prior to the meeting. Report approved.</td>
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<td>b) Learning Agreement for CiLCA Qualification (Parish Clerk) – IB proposed that the Parish Council is prepared to fund up to a cap of £300 towards the CiLCA, DL seconded and all other Councillors present supported the proposal. Parish Clerk to amend “The Learning Agreement”. Parish Clerk to maintain a spreadsheet of hours worked on CiLCA.</td>
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<tr>
<th>2015/49</th>
<th><strong>Planning Items.</strong></th>
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<td>None</td>
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<tr>
<td>2015/50</td>
<td><strong>Parish Partnership Scheme Initiative</strong></td>
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<td>2015/51</td>
<td><strong>Dog Bin Update</strong></td>
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<tr>
<td>2015/52</td>
<td><strong>Noticeboard Update</strong></td>
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<tr>
<td>2015/53</td>
<td><strong>Woodton Playing Field Association (WPFA) – Football Money Update.</strong></td>
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<tr>
<td>2015/54</td>
<td><strong>Highways Rangers Report Update</strong></td>
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reducing the number of tasks to three in total.

| 2015/55 | **Speedwatch Update.**  
IB advised that a meeting took place of all the Speedwatch team on 4th August. There is now a fourth team in place which is run by Mark Leeson, resulting in Speedwatch now running four days a week. Angela Roberts requested that a hand held device be operated on The Street; IB advised that The Street is not a viable site for the use of a hand held device reason being that a clear stretch of road is required for visibility purposes which needs to be approved by the Police and The Street does not meet these requirements. However, IB will move the SAM2 sign to The Street for a period of time.  |
| --- | --- |
| **Defibrillator Update.**  
JW advised that the socket has been done and the box is now located on the wall, the defibrillator is not in the box yet. Mat was unable to attend the meeting but e-mailed JW advising that there will be a training session this Friday (14th August), and that he would be speaking to Angela Weigh tomorrow (12th August) with regard to the co-ordination of codes. Parish Clerk raised issue that she is still awaiting estimated costs from Mat to enable her to contact Bedingham Parish Council to see if they would make an annual contribution towards the running costs. IB to speak to Mat on Friday (14th August) re outstanding issue of estimated costs.  |
| 2015/57 | **Website Update.**  
Nothing to report.  |
| **Correspondence** – Received to date.  
a) NCC Letter ‘A Good Education for Every Norfolk Learner’ – AW read out letter to meeting.  
b) South Norfolk Housing Strategy Consultation E-mail (Dated 7th August) – AW read out e-mail to meeting. AW advised no further action required.  
c) South Norfolk Council Letter, ‘Review of Supplier Information’ – AW checked form completed by Parish Clerk, approved form and agreed to Parish Clerk completing declaration part on behalf of the Parish Council.  |
| **Date of next Parish Council meeting and items to be considered for the agenda.**  
Date of next Parish Council meeting is Tuesday 29th September. Items to be added to agenda as follows;  
- Defibrillator Update  
- Speedwatch Update – Including approval of expenditure from annual meeting.  
- Noticeboard Update  
- WPFA – Football Money Update  
- Parish Partnership Scheme Update  
- The Kings Head, Public House Update  
- Planning Items – Applications received to date for consideration and decision notices received to date.  
- Correspondence – Received to date.  
- Committee Review – Formalisation of who sits on what |
The meeting closed at 9.25pm.

Minutes prepared by Yvonne Wonnacott 12/08/15

Approved ………………… Date…………………….