

## Norton & Lenchwick Parish Council

Minutes of the Meeting, 12<sup>th</sup> May 2011 No. 05/10

Clerk to the Council, Mike Smith, 12 Pitchers Hill, Wickhamford WR11 7RT

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### Present

K. Leonard, Chairman, A. Hill, V. Chairman, Councillors J. Middleton, E. Weaving and M. Smith, Clerk

### 1. Apologies

District Councillor C. Homer

### 2. Declarations of Interest

None

### 3. **Due to the Annual / Statutory Meeting preceding this meeting there was no Public Session**

4. Minutes of the 1<sup>st</sup> March 2011 meeting were agreed

### 5. District Councillors Report

As per the Annual / Statutory Meeting

### 6. Chairman's Report

Councillor K. Leonard stated that the Youth Bus project had been put on the back burner at this time. Councillor K. Leonard said she had attended the Parish Conference with a view to be able to learn the facts regarding the obligations of Parish Councils who have street lighting.

K. Leonard also spoke of an agreement document that formalises working practices between WCC, CALC and the Parish Councils had been developed and is now in a consultation process

### 7. Field Path Officers Report

The monies for the strimming of the pathways had been received

### 8. Lengthsmans Report

A general report had been submitted. The Committee will formulate a standard work plan

### 9. Street Lighting Officers Report

Councillors K. Leonard and J. Middleton had walked the villages to create a list of all lighting poles. The next step is to ascertain ownership. Clerk will follow up with WCC

### 10. Finance & Policy Committee Report

No Report

### 11. Community & Outreach Committee Report

No Report

### 12. New & Ongoing Items

a) Change of Meeting arrangements. It was agreed to hold future meetings on the 1<sup>st</sup> Thursday in the month, (January, March, May, July, September and November) in the Main Hall. J. Smith to be advised.

- b) HMRC. The Clerk stated that online PAYE system was now in place and would be paid quarterly.
- c) Insurance. All agreed to start with the same insurers.
- d) Litter. The Clerk was asked to contact the Council regarding the rubbish accumulating on Hipton Hill Road between Manor Farm and Hipton Hill Gypsy Camp.
- e) Parish Plans. This has been deferred
- f) Dog Bins. Although the Parish Council agreed that more dog bins would be ideal this would need to be budgeted for in the 2012 / 2013 precept.

13. Planning (if applicable)

None

14. Finance

End of Financial Year 2010 / 2011 Balance Sheets were available for Councillors.  
 2011 / 2012 Balance Sheets were available for Councillors.  
 Annual Return was agreed and signed.

Cheques already signed,  
 None

Cheques signed,  
 B. Arrowsmith, Lengthsman (Mar) £219.05  
 Smart Cut, Grasscutting (April) £259.56  
 Calc, Councillor Training £30.00  
 NPower, Electricity 01/01/11 thru 31/03/11 £86.20  
 Calc / Nalc, Affiliation Fee £345.08  
 B. Arrowsmith, Lengthsman (April) £110.00  
 AON, Insurance £735.44

14. Receipts

Countryside Access, £229.50  
 Lengthsman Reimbursement, £159.50  
 WDC, Precept £5,500.00

15. Date of the next meeting as 7<sup>th</sup> July 2011

Items for the Agenda must be received 14 days prior to the above date

Meeting Closed at

Signed.....

Date.....

Chairman

**Notes of the Public Question Time**

None