MORLEY PARISH COUNCIL

**Minutes**

**On the 28th April at 7.30 p.m.**

 Present: Chairman Councillor Cordey, Councillors, Jon Blake, Brian Clarke, David Hasting, David Eckles, Craig McLeod, Anna Allison.

In Attendance: (Clerk) Jo Rayner, County Councillor Margaret Dewsbury, District Councillor Michael Edney, Sarah Hill Charted Surveyor (on behalf of planning application 2014/0701) & 1 member of the public

**Meeting opened 7.30 PM**

1. **To receive any apologies** PCSO James King may be delayed or unable to attend so sends his advanced apologies
2. **To accept and sign the minutes from 17th March 2014.** These were accepted as a true record. Proposed by Councillor *Blake seconded by Councillor Hasting , Signed by the Chairman Councillor Cordey*
3. **To accept any declaration(s) of interests.** Councillor Brian Clarke declared that in relation to agenda item 711 update on Footpath that he has submitted a quotation to undertake some of this work. Councillor Hastings declared an interest in agenda item 716 planning application 2014/0556, as this is his brothers property. Councillor Blake declared an interest in his planning application 2014/0701 agenda item 716
4. **Adjournment for Public Participation. Meeting Closed at 07.51pm -** No Comments-  **Meeting opened 07.52pm**
5. **Matters arising from the minutes of the last meeting (previously circulated to all councillors)**
	1. **Update on the Anglian Water/SNDC Site.** Proposal sent to SNDC- Response from Renata Garfoot Head of Asset Management SNDC. In principle the Council is supportive of the disposal and transfer of land assets.  Renata been asked to put these into a priority order as they have nearly 200 sites. Whilst the focus will be on asset disposal that will generate a capital sum, Renata will seek to put this one towards the top. Parish Clerk to chase next month
	2. **Update on the Morley Youth Football Club Lease & agree annual rental fees.** The agreement has now been typed up. Councillor Blake will ask his contact who is a solicitor to look over this before sending to the Morley Parish Council solicitor to action & then a discussion around legal fees can be finalised. *Proposed by Councillor Eckles seconded by Councillor Cordey* **.** After a discussion it was agreed that the annual rental fees should remain the same until the end of the season & the council will continue to be responsible for the ground maintenance. *Proposed by Councillor Eckles seconded by Councillor Cordey*
	3. **Update on the for the repainting & purchase of the new play equipment & Neighbourhood Funding application** SNDC have confirmed a successful grant application of £2000.00 for new play equipment has been awarded & the Parish Clerk is to confirm via email to the Councillors once these funds have arrived.The quotes which were previously circulated to all councillors were discussed & it was agreed that the Basketball hoop & kickboard is to be purchased from ACTION PLAY for £1850+vat which includes installation. Councillor Eckles is to place the order once funds have arrived *Proposed by Councillor Eckles seconded by Councillor McLeod*  Parish Clerk has ordered springy car from Action Play awaiting invoice from Action Play & Leisure for a £355.20 + VAT. Councillor Eckles has instructed Chris Scott to repaint the play equipment & has identified that the shattles for the swings are not standard so the specific type needs to be purchased. Action Play have quoted £84 +vat. Councillor Eckles proposed that these be purchased to ensure the swings are safe. *Proposed by Councillor Eckles seconded by Councillor Blake.*
	4. **Update on the cleaning & repainting of the Village Sign.** Councillor Cordey to instruct Mr F West to action the quote of £38 for the cleaning & repainting of the village sign. Awaiting start date
	5. **Update of Planning application 2014/0241** Wymondham Collage Variation of Condition 2 of permission 2013/0520/F revised drawings | Wymondham College Golf Links Road Morley St Peter Norfolk NR18 9SZ. Approved with conditions
6. **Update on Fortnightly Playground Inspections** no action

1. **To discuss the Senior Football Club rent (Due March 2014)**

After discussion it was agreed that these funds have been allocated within the precept for last year & that the £131.25 payment due would stand. However if the Senior Club manage to reform within Morley the Parish Council are happy to review the fees going forward. Parish clerk to advice & reissue invoice *Proposed by Councillor Cordey seconded by Councillor Eckles*

1. **To consider plans for War Memorials centenary** The Parish Council will support the parish with any communal plan
2. **Update on Footpath**

At the last Parish Council meeting it was agreed (minute no 694) that if Brain Clerk met this criteria then that would be the quote the council would go with. Brian has accepted subject to the accreditation & liability insurance been in place & meeting the Norfolk County Council requirements. Brian confirmed that he will employ a third party who holds the accreditation & the Parish clerk is to seek guidance from Paul Sellick to ensure this meets with the County Council requirements. If this is acceptable with Highways the Parish Clerk is to cascade the information to the Councillors via email to confirm the decision & to agree a start date. Brian has also confirmed that he has contacted his insurance company to increase the public & product liability to £10m. This additional cost totals £261 & will need to be added onto his quote. This takes the quote to £2711. *Proposed by Councillor Cordey seconded by Councillor Eckles*

The one member of the public & District Councillor Michael Edney left the meeting at 08.26pm

1. **Parish Council Insurance policy renewal**

The Parish Clerk informed the Parish Council that the 3 year binding agreement is due to expire on the 31st May 2014 & that as the policy is in joint names (Morley Parish Council & Morley Village Hall Committee) The Parish Clerk has identified that the only insurance company to cover a joint policy is the existing insurer's Came & Co underwritten by Aviva. The benefits of this joint policy are that if either the Village Hall or the Parish Council makes a claim we only have the one insurer to deal with, without negotiating which insurance company is liable. The quotes are as follows

Came & Co renewal premium as £940.98, including 6% insurance premium tax. The Policy excess remains £250.00 for each and every claim. With a 3 year binding agreement this would reduce to £893.93.

A separate policy just in Morley Parish Council with Zurich (3 year binding agreement) would be £687.80

Last year premium was £863.23 of which the Village Hall contributed £497.51 so the cost to the council was £365.72 which is cheaper than a separate policy. After discussion it was agreed that the 3 year binding agreement with Came & Co would be renewed *Proposed by Councillor Eckles seconded by Councillor Cordey.* Parish Clerk to action It was also discussed that it may be advisable to have a list of actions between the two parties outlining their individual responsibilities.  Parish Clerk to discuss with Village Hall Committee Chairman & Secretary & report back via email & at the next meeting *Proposed by Councillor Blake seconded Councillor McLeod*

County Councillor Margaret Dewsbury left the meeting at 08.52pm

1. **Quarterly accounts** The clerk presented the accounts for the fourth quarter of the year including budget and % spent YTD These were approved & *proposed by Councillor Blake , seconded by Councillor McLeod*

1. **Internal Audit 2013-2014 report**

Anne Barnes has now completed the internal Audit & reported back as follows. There are no matters to bring to the Councils attention. “ The accounts have been presented in a clear and precise manner & I would like to thank the clerk for her help & co-operation in preparing for the internal Audit.”

The Agreement of Accounting Statement and Annual Statement of Governance 2013/14 (Green Form) and circulation of accounts summary for year 2013/14 has now been prepared. *This was agreed by the members as a true record and was signed by the Chairman. Proposed by Councillor Allison seconded by Councillor Cordey.* Parish Clerk to action

1. **Discuss & nominate councillors who would like to join the Rural Sounding Board**

After discussion is was agreed that Councillor McLeod would join this Sounding & be involved with the Rural Broadband panel

  *Proposed by Councillor Cordey seconded by Councillor Blake.* Parish Clerk to action

1. **To consider the view of the Council regarding planning applications**

• **Application Number : 2014/0539.** Proposal : Demolition of rear outbuilding and garage, single storey side and rear extension and front porch. Provision of new sewage treatment plant.

Mr & Mrs Richard Smith Holmeside, Hill Road, Morley St. Peter Wymondham NR18 9UB

The Council has no comments or views. *Proposed by Councillor McLeod seconded by Councillor Cordey*

• **Application 2014/0556**. Proposal : Single storey rear extension, new slightly raised flat roof to existing side extension and new flue to dining room.

 Mr & Mrs Thomas & Gillian Hastings, Cherrywood Hill Road Morley St Peter Norfolk NR18 9UB

The Council has no comments or views. *Proposed by Councillor McLeod seconded by Councillor Cordey*

• Any late applications.

**Application 2014/0701**. Proposal : Variation of Condition 3 of planning permission 2008/0633/CU to remove the personal condition

Mr Jon Blake20 Chapel Road, Morley St Botolph, Wymondham, Norfolk NR18 9TF

Sarah Hill Charted surveyor explained why the personal condition has been requested to be changed.

After discussion is was agreed that the council have no view or comments

 *Proposed by Councillor McLeod seconded by Councillor Cordey*

1. **Correspondence**
2. Crime Stats
 two calls received from the area, one report of a couple of lost dogs and one road traffic collision on Low Road involving just one vehicle driver error and no crime reported in the area
3. Late correspondence. None

1. **Payments of Accounts**
2. Clerk Wages for April 2014, payment to HMRC for tax due March 2013-14 & HMRC for tax due April 2014/15

Payment accepted 101193 £209.90 Mrs J Rayner & 101194 £1.80 HMRC & 101195 £6.80 HMRC Proposed by Councillor Allison seconded by Councillor Cordey

1. Clerks expenses for March2014

Payment accepted 101196 £48.67 Proposed by Councillor Allison seconded by Councillor Cordey

1. Payment for Norfolk Association of Local Councils annual subscription 2014/15

Payment accepted 101197 £150.40 Proposed by Councillor Allison seconded by Councillor Cordey

1. Late Payments

\* Payment for Internal Audit work for year ending 31st March 2014 by Anne Barnes

 Payment accepted 101198 £30.00 Proposed by Councillor Allison seconded by Councillor Cordey

\* Payment for Morley Parish Council & Morley Village Hall Management Committee

 Payment accepted 101199 £893.93 Proposed by Councillor Allison seconded by Councillor Cordey

\* Payment advised d/d of £35.00 will be taken on the 23rd May 2014

 Proposed by Councillor Allison seconded by Councillor Cordey

1. **To receive reports from Councillors and Clerk**
* Parish Clerk - Morley bowls club have asked if we would like the use of the caravan, shed & portaloo if not they will clear from the site. After discussion the Parish Council have unfortunately no use of these items.
* Parish Clerk will be attending the Town & Parish Clerk consultation meeting on the 5th June2014
* Councillor Eckles informed the Council that he resigned as vice chairman of the Village Hall Committee he will stay on the committee until after beer festival which is the 1st weekend in June
* Councillor McLeod informed the Council he has now attended the initial Parish Councillor Training course & there is no update regarding the Broadband in the Village.
* Councillor Allison asked if the Parish Clerk was aware of the actions expected from Came & Co within the Spring Parish Matters newsletter. Parish Clerk confirmed that this will be actioned
1. Future Business
2. Date of Next Meetings

19th May 2014 Annual Parish Meeting & Annual General Meeting

16th June 2014

21st July 2014

15th September 2014

20th October 2014

17 November 2014

MEETING CLOSED 09.21pm