

BELTON with BROWSTON PARISH COUNCIL <i>Parish Clerk</i> Stephen Williamson Tel: 01493 789422	<i>Chair:</i> Malcolm Scott <i>Vice Chair:</i> John Rudrum	MINUTES OF PARISH MEETINGS 2009 - 2010
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MINUTES OF THE PARISH COUNCIL MEETING
TUESDAY 19nd APRIL 2009 - JOHN GREEN INSTITUTE

IN ATTENDANCE
M.J. Scott (chair), J. Rudrum (vice chair). Councillors B. Clark, M. Greenacre, E. Myhill, P. Nichols, P. Roberts, B. Swan, L. Wells. Mr. S. Williamson (Clerk) and four members of the public.

The meeting commenced at 7.32 p.m. Prior to the public section, the Chairman informed Council that Item 8 on the agenda involved financial matters, and also that a New Road Field Working Party meeting was scheduled for the following day. Cllr. Greenacre Proposed, Seconded Cllr. Rudrum that this item be moved to the end and be held 'in camera'. All In Favour.

PUBLIC SECTION
Three members of the public were present to express views on the Marsh Lane Definitive Map Statement, each had received communication from NCC. In the absence of Cllr. Watts, the Chairman outlined the situation, and the Clerk read a letter received during the past couple of days from NCC. <i>(Note: a copy of this letter will be kept with but does not become part of the Minutes of this meeting)</i> . Residents seemed happy at the explanations and the Clerk promised a copy of the letter would be forwarded. Mr. Jenner informed Council that unused condom packets and a machine stolen from a Gorleston public house had turned up dumped on the marsh, and that this had been reported to police and logged as a crime.

The Meeting proper commenced at 7.52 p.m.

1:	APOLOGIES FOR ABSENCE
Cllrs. Fuller & Watts (Holiday). Cllr. Cornish (School Meeting). To accept apologies: Proposed Cllr. Swan, Seconded Cllr. Rudrum. All In Favour. Cllr. Fiorentini not present.	

2:	DECLARATIONS OF INTEREST
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The following are the general declarations, individual declarations are noted within certain agenda items. School Governors/Children's Centre - Cllr. Greenacre. JGI Trustees - Cllrs. Clark, Fuller (PC Rep), Nichols and Rudrum. Village Events - Cllr. Greenacre. Community website/Village Voice - Cllrs Rudrum, Scott, Swan & Watts (personal interest). Friends of JGI - Cllrs. Fuller & Swan. Waveney Extended Learning Centre (Personal) Cllrs. Scott, Nichols, Greenacre & Cornish. Also noted that all Parish Councillors are Trustees of Belton Playing Field & sit with dispensation from the Standards Board. *(Mr. Wells - Dispensation applied for)*

3:	MINUTES OF LAST MEETING
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The Minutes of the meeting held on 17th March had been prior circulated. Cllr. Rudrum asked that Cllr. Nichols' status as a JGI Trustee be amended. Proposed as being an accurate record: Cllr. Wells, Seconded Cllr. Nichols. All In Favour. The Chairman duly signed the Minutes.

4:	MATTERS ARISING
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The Clerk read a response from NCC Highways with regards to Sandy Lane, this stated that the silt would be removed and drainage checked, but that it was not considered a priority.

5:	CHAIRMAN/CLERK REPORTS
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The Chairman reminded Council that the Annual Parish Meeting was scheduled for late May and asked if Council wished to pay the (approximate) sum of £50 to advertise (¼ page) this in Village Voice which had been the custom during recent years. He also asked Council's views on a leaflet drop nearer the time. Discussion ensued and the general feeling was not to undertake a leaflet drop, but possible take a larger advertisement as this would be more cost effective. *Personal Interest declared by Cllrs Scott, Rudrum & Swan*. To advertise in Village Voice and defer size (and amount) and decision on leaflet drop to next meeting: Proposed Cllr Greenacre, Seconded Cllr. Myhill. Vote: 6 For, 0 Against, 3 Abstentions. Carried. The Chairman also reported an e-mail received that day from Justin Briggs (NALC - London) seeking views on whether the government should appoint Parish & Town Councillors where these were under strength, and that co-opted Councillors could not stand as Chair or Vice-Chair. Brief discussion ensued and the whole Council felt it would be against such moves. The Chairman stated he would respond to the e-mail accordingly.

The Clerk stated he had no report on any matter not within later agenda items.

6:	CONTRACTS
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A copy of a letter addressed to the Parish Clerk, from Sandra Jarvis had been prior circulated. This had accompanied the Contract renewal. To accept the points raised in the letter and authorise signature to the new Contract: Proposed Cllr. Swan, Seconded Cllr. Rudrum. All In Favour. The Chairman duly signed both copies of the Contract. *Note: Clerk to arrange counter signature by Mrs Jarvis and lodge one copy and accompanying letter within Parish office.*

7:	FINANCIAL
<p>Cllr. Swan reported that following the meeting with Mr. Crickmore, the Chairman, Clerk and himself had met the previous day to begin dealing with VAT and accounts in general. He felt that good headway had been made, but also stated much work still needed to be done. A further meeting had been arranged for Wednesday 15th April, and in the intervening time he would continue to work on the accounts and liaise with the Clerk on certain matters including missing bank statements. He thanked the Chairman and Clerk for assistance. The Chairman asked if the Clerk could obtain end of year investment figures from GYBC as soon as this was practicable, and also informed Council that the £500 S137 monies had been recovered from Oriel and paid into the Parish bank account prior to 31st March year end. Cllr. Swan informed Council that the application for the new account had gone to Lloyds/TSB and been acknowledged. The Clerk informed Council that the transfer from Playing Fields Account to Parish Account in the sum of £437.50 (Secretary Honorarium) had also been done and acknowledged. The Clerk then informed Council that although the authority to borrow monies towards the pavilion had been issued, time had run out within the just ended financial year and that a new authority was due to be issued after April 1st.</p>	

He stated his understanding that once completed the loan should be banked some two weeks later. Lastly the Clerk drew Council's attention to confirmation from GYBC about the 2009/10 Precept & payment dates.

9:	YOUTH MATTERS
<p>Cllr. Myhill began by informing Council with regards to the Rectory Youth Club. This was run by the Rector & his wife and included such activities as football and karioke. Food was also supplied. It had been stated that no donation from the Parish Council was needed at present. On the Youth Bus, Cllr. Myhill stated that on her last visit there had been no village youth present, and also that the bus was not coming on 2nd April. She felt that there was little if any enthusiasm from Youth Services to do anything constructive, and now looked forward to the New Road pavilion as the best opportunity to do something for the youth of the village.</p>	

10:	PLANNING
<p>There were no fresh applications. Cllr. Greenacre advised that the Heather Gardens matter had been passed on, and also informed Council of a complaint from neighbours of a house in Rosedale Gardens, which it appeared was running a car sales business from home. She would be passing a note to the Clerk for onward transmission to GYBC Planning Enforcement. The Clerk advised that Planning Permission had been granted in respect of recent application 06/09/0077/F (2 Belle Of The East Way). Within this section the Clerk advised that the official road closure and alternative route notices concerning Stepshort had been received and passed copies to Cllr. Rudrum for the local Parish boards.</p>	

11:	JOHN GREEN INSTITUTE
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The first matter discussed was proposed removal of Broadband from the Parish Office. After brief discussion, during which it was mentioned that the burglar alarm was dependent on a telephone line, Cllr. Swan Proposed that the telephone line should remain and Broadband removed. Seconded Cllr. Wells. All In Favour. Cllr. Swan also stated that it would be preferable if the telephone service could be within the name of the Parish Council as VAT could be reclaimed. Cler5k asked to write officially to Trustees to seek views. *Prejudicial Interest in the remainder of this item was then declared by Cllrs Clark, Nichols, Rudrum & Swan (Personal Interest) who left the room for the duration.* This departure left five Councillors and the Chairman confirmed that this was still within required quorum. The Clerk had distributed a single sheet breakdown of the costs to be incurred by the JGI on items including rates, insurance etc. This was by way of a letter from the Trustees, seeking financial assistance towards the £880.68 total sum. The Chairman reminded those Councillors present that a budget line of £516.00 had been made to give support to the JGI. To pay the sum of £450 to JGI - Proposed Cllr. Greenacre, Seconded Cllr. Roberts. All In Favour. It was noted that this matter would need approval within the next round of payments. *Other Council members returned, and were informed of decision made.*

12:	PORTFOLIO REPORTS & VILLAGE MATTERS
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Cllr. Greenacre: Speeding reports within Belton passed to County Councillor Brian Walker. Police leaflet to be distributed to every household.
Cllr. Clark: She and Cllr. Myhill warmly received at Rectory. Darts match involving youth/WI/Council 30 April
Cllr. Swan: Cost of seat for bus shelter awaited. On the matter of the gloss paint mural in the teenage shelter, he felt that removal may require professional sandblasting, he was looking into this via GYBC and in the meantime had asked the Caretaker to do his best to make things presentable in time for Easter.

13:	CORRESPONDENCE
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The Clerk advised that he too had received the communication from Norfolk Police. Also mentioned was a new communication from the Boundary Committee - it appeared that only two possibilities for the future of Norfolk were now being considered - the 'doughnut' (Norwich/Rest of Norfolk as two Unitary Authorities) and that the whole County become a Unitary Authority. It appeared that discussion to include Lowestoft no longer considered

At this stage (Time 8.56 p.m.) The last remaining member of the public departed

What follows is a precis (by the Clerk) of a report compiled by Cllr. Nichols - Chair of the New Road Pavilion Working Party. The full report will be lodged with, but does not become part of these Minutes. A copy of the full report is available to any Councillor on request.

Cllr Nichols began by reminding Council of the purpose of the WP, noting that financial matters had always been the responsibility of the Parish Council. He stated that shortly after Christmas 2008 it had been agreed that the WP had completed its remit and that it could be wound up in order to move on to the next stage which was to complete the requirements of the business plan and subsequently form a Management Committee. The funding arrangements to be the responsibility of Council Chair and RFO. At this time Project Manager Sandra Jarvis decided to withdraw her services for personal reasons. In ensuing weeks Cllr. Nichols stated it had become obvious to him, Vice-Chair, Clerk and several other Councillors that the financing aspect was going seriously wrong. He had therefore at the last meeting Proposed that Sandra Jarvis be brought back as Project Manager, with the WP re-formed. Hard work by Mrs Jarvis and WP members during past two weeks had, it appeared brought the project back on track, although there were still doubts, hence the letter from Mrs Jarvis accompanying the new Contract.

Cllr. Nichols stressed that at one stage the PC were, at one stage, within eight working hours of losing the WREN funding. This also seemed to be back on track, but at this time the only funding definitely in place was from GYBC and the PC Reserves, this would almost certainly be insufficient to make the first payment to the builders. Cllr. Nichols emphasised that to engage person(s) with no means of payment in place was tantamount to fraud, he felt this could have been avoided had the business plan been adhered to.

Cllr Nichols also stated concern about not adhering to the plan in terms of publicity, but he hoped this situation had now been resolved. Cllr. Nichols reminded Council that the Business Plan had been painstakingly compiled to provide a step by step guide, and that with adherence to this in the future he was confident that a satisfactory conclusion to the project would result.

In conclusion Cllr. Nichols emphasised that the purpose of that evening's report was not to apportion blame on any person or persons, only to highlight the seriousness of the situation. He also mentioned that he and Cllr. Rudrum had attended a site meeting with Mr. Wilson (GYBC) which had been most informative. It had been agreed with the site foreman that further visits could be made in order to keep Council aware and informed. He wished to sincerely thank Mrs Jarvis for her immediate attention on re-appointment to the task of 'saving' and getting the project back on track, and also to thank the Clerk for his work during the past two months. He wished to apologise to Cllr. Greenacre, as he had felt that she had not been kept fully informed of events, he put this down to the speed of things happening, combined with her working commitments, and promised that she would be fully updated at the WP meeting the following day.

Discussion ensued for several minutes following the report, with opinions and updates given by certain Councillors and the Clerk. After this Cllr. Nichols was thanked for highlighting the problems. The Clerk spoke briefly on the matter of payment due dates in respect of the builders, stating that Council needed to be prepared to authorise payments at the first of the two monthly meetings. He also clarified the press release situation.

There being no further business the meeting closed at 9.40 p.m.