

# Tibenham Parish Council

Minutes of the Parish Council meeting held in the Meeting Room, Tibenham Community Hall on  
**Wednesday, 8<sup>th</sup> November 2017 at 8.00pm**

Councillors Present:	Gareth Roderick-Jones	Chairman
	David Timson	Vice Chairman
	Alan Harris	
	Auriel Mephram	
	Robert Smith	
In attendance:	Marianne Purdy	Parish Clerk
	District Cllr Charles Easton	
	County Cllr Bev Spratt	

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## 1. Public Discussion

None.

## 2. Reports:

- County Councillor – Cllr Spratt reported that there was due to be a rise in Council Tax from Norfolk County Council. NDR openS this week – with full opening hopefully by March 2018. Cllr Spratt was waiting to see plans for the Hempnall roundabout and bypass of Long Stratton.
- District Councillor – Cllr Easton reported that the hedge on Fen Road had been cut back. Boundary Review - there is a meeting of the Electoral Arrangements Review Committee 10am 29<sup>th</sup> November in Council Chambers – no changes to Tibenham's boundaries. Long Stratton bypass – discussions taking place regarding the number of roundabouts for access points. All funding now in place for Hempnall crossroads to go ahead, construction will begin Autumn 2019, completion due Summer 2020. Sections of NDR have opened; official opening Friday, 10<sup>th</sup> November. South Norfolk meeting with Broadland to discuss shared services. Article in The Link magazine gives an update regarding Broadband. Recycling: 12% contamination rate. Costs – 33% cheaper to recycle 1 ton of recycling than to recycle black bin waste. Cllr Easton stated there was a £1000 local area grant available for capital projects – Cllr Timson to look into this with regard play equipment.

The Chairman welcomed Alan Harris to the meeting who is being co-opted on to the committee.

## 3. Apologies for Absence

Cllr Gemma Lambert

## 4. Declarations of Interest

Cllr Robert Smith – Agenda item 10 – Asset of Community Value

## 5. Approval and signature of Minutes and any matters arising

The minutes of the meeting 13<sup>th</sup> September 2017 were signed by the Chairman as a correct record.

Matters arising: *Paper bank* – the clerk reported this had been removed and that SNC did not, as a rule, supply paper banks to the smaller recycling centres. *Annual Audit* – The clerk reported the bill had been received by the external auditors with an extra fee of £25.00 for correction of asset register. *Recycling Centre* – Clerk to draw up rota for Councillors to keep a check on the recycling centre e.g. fly-tipping. *Defibrillator* – Clerk to chase up quote for new cabinet door.

## **6. Planning matters**

Documentation for the planning matter below was circulated to all Councillors. No new applications since circulation of this.

**2017/1992** Church Farm, Church Road - New farm access to serve an existing agricultural livestock building (which is to be retained and used for agricultural storage only), conversion of three existing holiday lets into one single dwelling, and conversion of an existing agricultural barn into one single dwelling. No objection.

## **7. Code of Conduct**

Cllr Roderick-Jones proposed that Tibenham Parish Council adopts the Code of Conduct : Cllr Mepham seconded. All Agreed.

## **8. Parish Partnership Scheme**

It was decided not to apply for this year's Parish Partnership Scheme.

## **9. Remembrance Day Wreath**

As agreed by the Parish Council, Cllr Roderick-Jones purchased a wreath from British Legion which will be placed at Tibenham War Memorial on Sunday, 12<sup>th</sup> November 2017.

## **10. Asset of Community Value**

Cllr Roderick-Jones gave a background to The Greyhound Public House which is owned by someone who does not live in Tibenham. In order to protect the Public House, it was agreed that the Parish Council apply for nomination of an Asset of Community Value which would mean that, if, once the asset has been listed, the asset is put up for sale, the community will be given the opportunity to purchase it, through Community Right to Bid (CRTB). Cllr Roderick-Jones proposed that the Parish Council applies for nomination : Cllr Timson seconded. The clerk to draft the application.

## **11. Aviva Footpath Funding**

It was agreed that Cllr Roderick-Jones would send a letter of thanks from Parish Council to footpath volunteers. NCC paid for materials for new footpath bridge, labour was free (Norfolk Ramblers). Cllr Mepham proposed a letter to be sent : Cllr Timson seconded.

Tibenham Parish Council had applied for Aviva Community Funding – this had been accepted and voting was open. £200 to be received for entering.

## **12. Defibrillator Training**

Training for up to 50 people is £175 + VAT. It was agreed that Tibenham Parish Council would implement this training in the New Year.

## **13. Items for next Newsletter**

It was agreed to produce a newsletter in conjunction with the Community Hall and Greyhound Pub. Clerk to coordinate and draft. Items to be considered for inclusion: Community Emergency Plan; ways to spend reserves; broadband/mobile coverage; community transport; how to report a problem; defibrillator training; Annual Parish Meeting.

## **14. Land next to Community Hall**

Cllr Roderick-Jones to continue to try and contact owners of land south of the Community Hall regarding whether they would sell that piece of land. It was noted that the fence near the pond needs repairing- Cllr Roderick-Jones to discuss with owners when he speaks to them.

## **15. Finances**

Finances as at 29<sup>th</sup> September: Savings account £426.51 Current account £7251.35

The following payments were approved for payment. Proposed Cllr Roderick-Jones, seconded Cllr Timson.

Norfolk Ass of Local Councils	Subscription fees 2017/18	£128.48
Mr G Pugh	3 x Perspex footpath boards	£148.00
HMRC	PAYE x 3 months	£72.20 Paid 15.10.17
Newman & Co	Payroll fees x 3 months	£36.00
Carleton Rode & Tibenham	Community Car Scheme to 30/9	£11.41
Miss M Purdy	Clerk's wages x 2 months	£192.16
Mazars	Audit fee	£30.00

Clerk reported she had been unable to move any further forward with Barclays Online Banking. It was agreed that the clerk would research a new bank account, Unity Trust, and this would be discussed at the next meeting.

#### **16. Correspondence/General**

- a) Tibenham PCC – received breakdown of monies spent
- b) Community Car Scheme – received letter stating ceased to exist on 30<sup>th</sup> September 2017
- c) Letter regarding lorries in Tibenham – Clerk to forward to Highways.

#### **17. Community Hall**

David Timson reported a course of well-being sessions would be running in November, sponsored by NCC.

Volunteers are needed for the committee.

#### **18. Items for next Agenda and date of next meeting**

Budget; Data Protection Officer; Annual Return exemption; Banking; Information Commissioners Office.

Wednesday, 10<sup>th</sup> January 2018 at 8pm, Meeting Room, Tibenham Community Hall

#### **19. Dates of meetings for 2018**

10<sup>th</sup> January, 14<sup>th</sup> March, 9<sup>th</sup> May, 11<sup>th</sup> July, 12<sup>th</sup> September, 14<sup>th</sup> November

**The meeting closed at 9.49pm**