

# PASTON PARISH COUNCIL

Clerk to the Council: Martin K Campbell, Well Cottage, High Street, Southrepps,  
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## Minutes of the Ordinary Meeting of the Council held on Thursday 3rd November 2016 in the Church, Paston

Present: N Bardswell, P Clabon M Brett, C Emberson, D McKeogh, L Nicholson,  
E Purdy (Chairman). In attendance: Cllr B Smith (NNDC) and a MODP officer

1. The Chairman welcomed all those present.

2. Declarations of interest - none

3. The minutes of the Ordinary Meeting of the Council held on September 1st 2016 and the extra-Ordinary Meeting held on September 20th 2016 were approved, and signed, proposer EP, all in favour.

4. Matters arising

4.1 NCC highways matters; a parish partnership bid for the footpath at the end of Vicarage Road had been submitted and acknowledged – further advice is due around March 2017. The overhanging hedge on Mundesley Road had been referred to NCC and acknowledged. There was concern over the misuse of footpaths by bicycles and motorcycles so the Clerk encouraged any breach to be reported to the police.

4.2 NNDC matters – nil further

4.3 Parish website – the Clerk had registered two domain names **[pastonpc.co.uk](http://pastonpc.co.uk)** and **[pastonpc.org.uk](http://pastonpc.org.uk)** This should make website access easier; also he had installed JETPACK which makes the website ‘mobile friendly’. NB would pass contact details so the Clerk could evaluate a contribution to the presentation of the website, and consider how his daughter can be given ‘administrator’ access.

5. Planning

5.1 Mr Mrs A Kerr, change of use (woodland), Owl Barn, Green Farm Drive (16/0955) – application permitted.

5.2 In other planning business, Clerk’s briefed the Council over changes at NNDC for new digitised procedures, from 1/4/17, in the processing and consultation for planning applications. The Clerk asked the Council to think as to how to develop a protocol so that the Council would continue to have its views considered by the planning authority.

6. Finance

6.1 Finance report; in his report the Clerk had been notified of a lighting inspection regime which he recommended the Council adopt, which was agreed; he would prepare a letter for the January meeting to comply with the Pensions Regulator requirements on Paston pc’s Staging Date (1/1/17); he had made payment to HMRC for PAYE on behalf of the Council. The external audit incurred no fee this year. Requests for funding had now been received from the Paston PCC, the CAB, and NNCT. These would be an agenda item for January.

6.2 Budget for 2016-17 and first draft 2017-18 – an update had been circulated to Members along with a projection for 2017-18. Following discussion the budget was approved, proposer DMcK, all in favour.

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6.3 Parish Precept for 2017-18 – the Clerk had just been advised that the Paston pc grant next year would be £371 (down from £417); the Council decided to set the precept at £4829, proposer NB, all in favour.

6.4 The following payments due were approved en bloc by the Council, proposer PC, all in favour:

- HMRC, paye	£115.00	(cheque 0739) *
- Sir William Paston charity	£5000.00	(0740) *
- E.ON, electricity	£16.33	(0741) *
- M Page, pathway maintenance	£160.00	(0742)

The cheques were signed. (\*signed prior to the meeting)

## 7. Council Business

7.1 Playground - health and safety report, and grass cutting review – the Clerk had obtained the list of grass cutting dates from CGM and it would appear only 6, maybe 5, of the contracted 7 cuts would take place. The Playground Group had now opened their own bank account.

7.2 To confirm/appoint/re-appoint Trustees to the Sir William Paston Charity – The Council confirmed their three appointed Trustees:

Chris Emberson - appointed November 2016 (until November 2020), proposer EP, all agreed.

Jonathan Care - reconfirmed until July 2019, proposer CE, all agreed.

Nicky Emberson - reconfirmed until September 2019, proposer LN, all agreed.

7.3 To resolve, or otherwise, to support the aims of the N Norfolk Town and Parish Council Forum – further to the briefing at the September meeting the Council resolved to support the Forum's aims and asked the Clerk to relay the Council's support.

## 8. Clerk's and Councillors' Reports

8.1 Clerk's Report – the Clerk advised that BT were reviewing the viability of many rural payphones including the one in Paston. NNDC had asked for any comment to be submitted this month so the Clerk would advise that the council had no problem with its removal and were interested in the 'adopt a kiosk' scheme.

8.2 Community Project Report - NB advised that there would be an open meeting to explain about the proposed development at the Church on December 8<sup>th</sup> at 7 pm.

8.3 Members' Report –

MB asked about the dog bin on Mundesley road, which PC kindly offered to replace; the Clerk would acquire a new bin for positioning near to the notice board/ bin area.

MB asked that the footway by the pond be made 'bramble-free' which PC kindly agreed to arrange.

In open session there was a discussion about the national Coastal path around the gas site and its associated diversions. With no further business the meeting closed at 21.55.

Signed ..... Chairman

Date ..... January 2016