

PASTON PARISH COUNCIL

Clerk to the Council: Martin K Campbell, Well Cottage, High Street, Southrepps,
Norwich NR11 8AH. Telephone: 01263 834551 E-mail: nnparishes@tiscali.co.uk

Minutes of the Ordinary Meeting of the Council held on Thursday 7th July 2016 in the Church, Paston

Present: N Bardswell (Chairman), M Brett, C Emberson, D McKeogh, L Nicholson;
in attendance: Cllr B Smith (NNDC) and 3 members of the public.

1. The Chairman welcomed all those present. Apologies were received from E Purdy and P Clabon.
2. Declarations of interest - none
3. The minutes of the Annual Parish Meeting and the Annual Meeting of the Council held on May 5th 2016 were approved, and signed, proposer LN, all in favour.
4. Matters arising
 - 4.1 NCC highways matters – the crossing at Vicarage Road/Chapel Road was still of concern to members and the Clerk would endeavour to arrange a meeting with the NCC engineer to explore possibilities including a short footway (MB, CE, and DMcK to attend). The aim would be to prepare a parish highway project for NCC funding.
 - 4.2 NNDC matters – nil further
 - 4.3 Footpaths – nil further
5. Planning
 - 5.1 Conversion of barn to dwelling, The Old Forge, Mundesley Road (15/1683) – application withdrawn.
 - 5.2 Mr Mrs A Kerr, detached garage/store, Owl Barn, Green Farm Drive (15/1901) – application permitted.
 - 5.3 Mr P Clayton, s/s extension, Pebble Cottage, Vicarage Road (16/0186) – application permitted.
 - 5.4 Ms C Owen, extension, 2 Pound Cottages, Mundesley Road (16/0413) – the Council had no objection and the application is permitted.
6. Finance
 - 6.1 Finance report – the Clerk gave the new arrangements for PAYE, requiring regular payments to HMRC. The Clerk had made an application for funding to NALC to allow some recompense for the Council's actions to comply with the Transparency Code. The Annual Return had been submitted to the External Auditor and the Electors' Rights notice posted. The Pensions Regulator had advised the Council that their Staging Date is set for January 1st 2017.
 - 6.2 New rates of pay for the Clerk – the briefing document had been circulated to members and the Clerk explained the adjustments (1% this year and 1% next year); the Clerk expanded on the changes to Parish Council administration over the last few years, particularly in respect of the Internet and website, the Information Commissioner, PAYE, the Pensions Regulator and the Transparency Code. The standing order mandate would

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need to change. These changes were approved by the Council, proposer NB, all in favour and a new bank mandate was signed.

6.3 The following payments due were approved by the Council, proposer DMcK, all in

favour:	- NNDC, dog bin emptying	£145.08	(cheque 0732)
	- NNDC, annual report printing	£13.20	(0733)
	- HMRC, income tax	£29.40	(0734)
	- E.ON, lighting electricity	£13.90	(0735)

The cheques were signed.

7. Playground

7.1 Health and safety report, and further review of the playground – no safety issues but grass cutting was now on a regular footing following an irregular start. DMcK would continue to monitor the situation. MB advised that a committee was being established to plan for new playground equipment and another meeting would be on 15/7/16 to further the aims of the group.

8. Clerk's and Councillors' Reports

8.1 Clerk's Report – the Clerk advised that with help from DMcK, LN and EP the Annual Report had been distributed to all households. The Transparency Code, with which the Council is now required to comply, means that the Council must have website on which it can post certain information. The Clerk has initiated the website which can now be viewed ('Google' <http://pastonparishcouncil.norfolkparishes.gov.uk/> and 'bookmark') The website is in the early stage of development and the Clerk had attended a short training course. Other Paston organisations can request a link to their site or to their information.

8.2 Community Project Report -

NB advised that their next meeting is due on 18/7/16.

8.3 Members' Reports -

MB reported fly-tipping on the road towards Knapton; the Clerk would advise NNDC.

MB asked about the policy of not cutting verges, as the members were concerned the Clerk would write to Cllr WN to express this.

MB asked the Clerk to contact NCC about the missing road sign at the 'triangle' junction towards Knapton and that the 'Children Playing' sign had disappeared at the bottom of Bears Road.

In open meeting Cllr BS referred to the Boundary Commission's view that NNDC councillors be reduced from 48 to 40. He advised that the County Partnership with Parishes (item 4.1) had a deadline of December 15th for funding applications. He confirmed that whilst NNDC would proceed with digitising planning applications parishes would still continue to receive 'hard copy'.

In an enquiry about the ownership of the Village Hall NB undertook to pass any expression of interest to the Church authorities in Norwich. With no further business the meeting closed at 20.25.

Signed

Chairman

Date September 2016