

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 4th January 2018 in the Church, Paston

Present: N Bardswell (Chairman), M Brett, P Clabon, C Emberson, D McKeough, L Nicholson;
In attendance: Cllr B Smith (NNDC) and one member of the public.

1. The Chairman welcomed all those present; apologies were received from Cllr W Northam (NNDC).
2. Declarations of interest – MB in respect of grounds maintenance items; LN, NB as members of the Paston PCC; MB, DMcK as members of the playground group.
3. The minutes of the Ordinary Meeting of the Council held on November 2nd 2017 were approved, proposer CE, all in favour and signed.

In an adjournment to allow Cllr Smith to report he confined himself to a planning application at the holiday camp and the NNDC position for which the next stage would be a site meeting. The meeting resumed.

4. Matters arising

- 4.1 NCC highways matters - the Clerk had met NCC on site and they are to advise if the fence at the pond can be included in their work; the pond drains were to be flushed. The finger post near the pond was not for the Countryside Access team so PC kindly offered to rectify the defect. The replacement sign on N Walsham Road was in hand.
- 4.2 NNDC matters – nil further

5. Planning – no business

6. Finance

- 6.1 Finance report – the Clerk had received and banked the £150 for the whacker plate; the Council's pension provisions will need to be reviewed. The change in bank signatories had been advised to the bank and a reply awaited. The Clerk had submitted three requests for £1000 to the gas sites companies to support the new play equipment. VAT claim procedures are to change in 2018.
- 6.2 To review the grass cutting contract for 2018 – the Council received two quotations for the grounds contract (from CGM and G Brett); after consideration the contract was awarded to G Brett.
- 6.3 The Council considered this year's grants and agreed to award:
 - £50 to NNCT
 - £500 to the Paston PCC towards grounds maintenance

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

04.01.18

page 2

6.4 The following payments due were approved, en bloc, proposer CE, all in favour:

- CGM, grass cutting (Oct)	£94.80	(cheque 0781)
- G Brett, playground surround maintenance	£167.50	(0782)
- SLCC subscription	£42.66	(0783)
- Information commissioner, renewal	£35.00	(0784)
- HMRC, paye	£149.80	(0785)
- NPFA, subscription	£20.00	(0786)

The cheques were signed and the January payslip was initialled. The CGM cheque would not be released until the final cut had been verified.

7. Council Business

7.1 Playground - 7.1.1 Health and safety report - nothing to report

- 7.1.2 To consider business to facilitate the play equipment replacement

DMcK updated the Council on the fundraising programme. The playground group asked the Council to request National Lottery funding for a sky wire which was agreed – the Clerk would submit the application. CE proposed that the Council agree to utilise its available funds (currently in excess of £5000, with a further £3000 anticipated) for the purchase of the first stage of new playground equipment, all agreed.

7.2 To consider the parish website and its development – the Chairman outlined the present functionality of the website with its limitations. He asked members to advise him of any suggested improvements; the site remains as the vehicle for the Council's website compliance information.

7.3 To consider a NNDC proposal to allow the Council to manage land at Bears Road – the Clerk had circulated the outline proposal and the Council were minded to consider the suggestion only if the land is transferred to the parish – the Clerk would revert to the NNDC.

8. Clerk's and Councillors' Reports

8.1 Clerk's Report – the Clerk passed over a disk of 2017 computer files for safe keeping by the Chairman. He would be attending a course on 'end of year' accounts in February.

8.2 Community Project Report - NB gave a brief resume of the plan at the church (seats removal, kitchen, vestry, toilets) and indicated that this was dependent on the sale of the old village hall which presently was subject to a planning application.

8.3 Members' Reports – nil further

Members of the public left the meeting and in

Part 2 Business – Clerk's contract (updating and review of terms) – the Clerk outlined the need to bring the Clerk's contract up-to-date and he placed on circulation the existing and a draft of its replacement. The contract and any changed detail can be agreed at the March meeting.

With no further business the meeting closed at 20.55

Signed Chairman

Date March 2018