

STIFFKEY PARISH COUNCIL

Clerk Glynis Williamson 01263 711371

Draft Minutes of the Parish Council Meeting of Stiffkey Parish Council on Monday 10th April 2017 at 7p.m. at Stiffkey Village Hall.

Present: Cllr Harrison (chair for items 1 – 3) Vincent Fitzpatrick (chair from item 3) Cllrs Cooke, Curtiss, Jones, Lawrence and Pickles. Dr Marie Strong (NCC) and 2 members of the public.

1. Welcome and apologies. Mark took the Chair for the opening of the meeting.
2. Co-option of Vincent Fitzpatrick to the Council. Following the resignation of the previous Chairman there was a vacancy on the Parish Council. Vincent Fitzpatrick was nominated by AJ seconded KP to fill this position.
3. Election of Chair. Mark asked for nominations for the position of Chair. AJ nominated Councillor Fitzpatrick this was seconded by KP and agreed by all. The acceptance of office forms were completed.
4. Confirm Temporary Appointment of the Locum Clerk Glynis Williamson. On the proposal of AJ seconded by JL Glynis Williamson was appointed as temporary Locum Clerk.

The Chairman closed the meeting for reports from NCC, NNDC and questions from the public.

A member of the public queried the state of the cobbled path between the two shops. It was littered with leaves and soil. Marie Strong from NCC suggested this was a NNDC problem and she would pass a contact name to VF. It was suggested this was a problem the highway rangers could deal with.

A written report was presented by Cllr Fitzpatrick to include Big Society Fund, Police and crime commissioner and Proposed Wells Asset Commercialisation Working Party.

Dr M Strong reported on mobile phones, parish partnerships and better broadband.

5. Governance and Financial Matters

a) Unsigned cheques approved at Jan Meeting for signature:-

Di Dann, Salary and Expenses	£437.56
T Jones Electrical	£ 82.16

These cheques were signed.

b) To approve the following payments

Di Dann final salary	£82.35	T Jones Electrical Ltd	£82.16
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Came & Co – Insurance £25.00 Thaxters Shed and fencing £698.96

No councillors appeared to know what the invoice for Came and Co was for and it was not clear on the invoice. It was agreed the clerk would obtain further details and this cheque would be held and paid by NNDC if necessary before the next meeting. On the proposal of AJ seconded by KP the payments were approved.

Action: Clerk to obtain details of Came and Co invoice.

c) Confirmation of Direct Debit payments

E.on	12 th Jan	£76.50
E.on	13 th Feb	£76.50
E.on	13 th March	£69.09

Balance as per Barclays Community Account Statement 24th March 2017 £10,276.10

It was explained that although the account appeared to show a healthy balance some of the funds were ring-fence for certain projects which included Transparency code, LED lighting and Allotments.

d) Grant to Stiffkey Social Services Committee – Update Report from Emma Duncan. It was felt because of the delay this matter was no longer relevant, SSS committee members confirmed there would be a further claim for a grant. It was requested if a claim form was to be submitted it was circulated before the meeting.

6. Planning.

LA/17/0367 Internal and external alterations to allow for infill extension, Installation of 2no roof lights, alterations to staircase.

17, Bridge Street, Stiffkey, Wells-next-the-sea NR23 1QP

There were no objection or comments on this application.

There were a further three outstanding applications

PF/17/0513 Old Hall farm, Bridge Street Stiffkey Retrospective

Conversion of Studio and outbuilding to form No1 residential dwelling

PF15/1323 14 Wells Road, Stiffkey

Discharge of condition 4 (materials) of planning permission

LA/17/0539 The Old School, Church Street,

Internal and external alterations erection of rear single storey extension and extension of garage roof.

Not everyone had seen these applications

Action: Clerk to e mail details to all councillors who will send comments back to clerk as soon as possible.

7. Correspondence – Clerk unable to access e mails at this time.

JL had received a phone call from an irate parishioner complaining the new shed to go on the allotments would block his view. He would pass details to clerk who would advise PC is dealing with it and obtain any further details.

IC had received a request from an allotment holder to put a gate in a hedge surrounding a field for quick access to the allotment. It was felt this was not a PC matter and MH would deal with this.

Action Clerk and AJ to meet asap and sort e mail problem.

JL to send details of complaint to clerk.

8. Dates for future meetings to include Annual Parish Meeting and Annual General Meeting. It was agreed to hold the APM and AGM on Monday 22nd May at 6.30.

9. Agenda Items for next meeting

The Clerk had several queries regarding ongoing matters.

There was an outstanding matter regarding a mirror to assist with exit from the PO stores – no further action is needed on this matter.

AONB grant for footpath – deadlines had been missed, no further action at this time.

LED lighting tenders had been received and the contract should be awarded – Clerk to review tenders and place as agenda item for next meeting.

The clerk had been given the completed surveys – it was agreed to hold these for the moment – agenda item for future meeting.

WIX payment required – AJ to look into.

Minutes of 4th January had not been circulated.

Allotment invoices were due – Clerk to make contact with David Jackson - item for next agenda.

There being no further business the meeting closed at 08.08 p.m.