

**STRATTON STRAWLESS PARISH**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**10 JUNE 2019 AT BURROUGHES HALL, PARISH ROAD**

**Present:**

Cllr C Chamberlin (Chairman)  
Cllr M Howard  
Cllr T Dann  
Cllr G Chamberlin  
Cllr W Farrow  
V Powell (Clerk)

**In attendance:**

County Cllr D Roper  
District Cllr J Neesam

**Parishioners: 5**

**024 (001) APOLOGIES FOR ABSENCE**

Apologies were received from Cllr L Drake. Cllr C Chamberlin chaired the meeting.

**025 (002) DECLARATIONS OF INTEREST**

None received

**026 (003) CO OPTION**

An application for co-option had been received from Allan Johns. It was agreed to co-opt Allan. The meeting was suspended to allow Allan to sign the statutory declaration of acceptance of office.

**027 (004) MINUTES**

Item 23 of the minutes was amended to read 10 June 2019 not 2018. The minutes were agreed by all and signed by the Chairman as a true record.

**028 (005) MATTERS ARISING FROM THE PREVIOUS MINUTES NOT ON THE AGENDA**

None received.

**029 (006) DISTRICT COUNCILLORS REPORT**

District Cllr J Neesam noted that she had now been appointed to the Service Improvement Committee and Place Shape Panel. A new 4 year strategy had been introduced which primarily concerned the Greater Norwich Plan. Following delays in newly elected Councillors receiving their IT, District Cllr J Neesam apologised if any resident had not received a response from her. She confirmed that the issue had now been resolved.

**030 (007) COUNTY COUNCILLORS REPORT**

NCC were looking to spend £125k on NDR repairs. Damage to illuminated roundabout signage was resulting in electrical hazards. NCC would be looking for £40 million in cuts in 2020/21 budget, in addition to a Council Tax increase of 2%. County Cllr D Roper confirmed that he would contribute £1,000 from his local budget towards the Parish Council's successful SAM2 funding bid.

**031 (008) POLICE REPORT**

For the period April 2019, there was 3 crime incidences. These included 1 x burglary, 1 x criminal damage on the Shortthorn Road and 1 x violent offence on Church Road.

**032 (009) CLERKS REPORT**

The Village Hall would be celebrating Norfolk Day on 27 July 2019 with an afternoon tea and Norfolk themed activities. It was hoped that a celebration pack would be available, and a request for a small donation towards costs had been received. All agreed to donate £25 towards the event.

**033 (010) PUBLIC PARTICPATION**

None received.

**034 (011) PLANNING**

- i) 20190740 – Erection of dwelling and garage for use as 'Managers Dwelling', Land adjacent The Willows, Woodland View Mobile Home Park – Following discussions, in a vote of 4 in favour and 2 abstain, it was agreed to SUPPORT the application.

**035 (012) OUTSTANDING ISSUES**

- i) No update had been received from BDC following the Parish Councils response to planning application 20190448. The application remained 'registered' on BDC website. Cllr G Chamberlin noted that on a visit to BDC offices the planning file had been unavailable. The case officer was scheduled to undertake a site visit on 29 May, however this was now due to take place on 10 June. Cllr G Chamberlin raised concerns that questions regarding the use of the site had been unanswered. It was agreed to write to District Cllr J Neesam outlining the Council's concerns and continue to monitor the situation.
- ii) The Clerk had received an update from BDC with regard to The Glen. The stripping of dustbin lorries and conversion to scaffold lorries was not considered to be a material change of use, and the level of this was considered to be acceptable. The enforcement officer noted that the replacement building had been erected on the same footprint and within permitted development limits. In conclusion BDC felt that the material change of use caused no harm to the locality, and no further action was to be taken at this time. It was noted that the business had been loading scaffold poles as early as 5am, as well as light a number of fires. It was agreed that the Clerk would check the planning conditions relating to operating hours within the site.

**036 (013) PARISH PARTNERSHIP BID**

The Clerk advised that the Parish Council's bid for a SAM2 had been successful, and NCC would be funding 50% of the scheme cost (totalling £3,100). The Clerk circulated a list of suitable locations, along with a memorandum of understanding between NCC and the Parish Council. The list of sites were agreed and the memorandum signed. The Parish Council would own and be responsible for the signs. It was agreed to discuss Councillors 'responsibilities' for the signs at the July meeting.

**037 (014) CLERKS APPRAISAL**

The Clerk continued to gain experience and had performed well in her role during a difficult few months personally. The Clerk had registered for the CiLCA qualification, with the course due to commence in October. It was noted that the Clerks salary would increase in line with NJC scales

**038 (015) FINANCE**

- i) The following accounts were presented for payment and were approved

Mrs V Powell (Expenses)	£18.00
Came & Company (Insurance)	£359.07
Mr P Carrick (Internal Audit)	£50.00

The Clerks standing order was paid on 5 June 2019.

The balance carried forward is £6,784.55

- ii) The Internal Audit report was noted.
- iii) The accounts for the year ending 31st March 2019 showing a balance of £4,779.42 were agreed.
- iv) The Clerk advised that due to gross income and expenditure figures falling below £25,000 the Council would be exempt from an external audit, although there would still be a requirement to publish all the relevant information required. All agreed to apply for exemption and the necessary form was signed. The Annual Governance Statement, and Accounting Statements were agreed and signed.

**039 (016) CORRESPONDENCE**

The Hainford 5k and family fun run would be taking place on Sunday 1 September. Anyone wishing to get involved should contact Carolyn at [cgatherton@yahoo.com](mailto:cgatherton@yahoo.com)

**040 (017) ITEMS FOR AGENDA OF NEXT MEETING**

Post box – Parish Road

**041 (018)      DATE OF NEXT MEETING**

The next meeting will be held on 8 July 2019 at 7:30pm in Burroughes Hall.

**The meeting closed at 8:35pm**