

Minutes of the Mundford Parish Council Virtual Annual Parish Council Meeting by Zoom on 6th May 2021

These are preliminary minutes based on the Agenda issued by the Clerk.

1. ELECTION OF CHAIRMAN.

Existing Chairman opened the meeting for the election of chairman. It was proposed Councillor Musgrove be re-elected. Councillor Musgrove declined to continue. Councillor Welsh put himself forward as new Chairman. This was agreed by a majority vote only.

2. ELECTION OF VICE CHAIRMAN

It was proposed Councillor Eyres be re-elected. This was agreed by all present.

CO-OPT PARISH COUNCILLOR.

Item 9.11 Council Vacancy was brought forward. It was proposed that Sarah Allen be co-opted onto the Council. This was agreed by all present. Welcome to Sarah. The Clerk will issue the various items and paper requiring your signature.

3. CHAIRMANS OPENING REMARKS

The new Chairman said he would require the assistance of the Clerk in conducting the meeting.

4. APOLOGIES

Councillor Mike Nairn sends his apologies. A copy of his notes has been circulated.

5. ACCEPTANCE AND SIGNING PREVIOUS MINUTES.

Minutes agreed and approved by all present.

6. Declaration of Interests.

None.

7. Public Participation.

One member of the public present. Requested whether having a gravel driveway required planning permission. They were informed that it was not.

8. Reports

District Councillor Mike Nairn. Report available from Clerk.
County Councillor Fabian Eagles. No items.

9. Matter Arising

9.1 Outstanding Highways Matters.

Works due to commence on the Swaffham Road drainage project.

9.2 Village Footpaths and Verges.

Cllr Welsh trimmed hedge in Fir Close. Thanks you.

9.3. Allotments

A note was sent to the new allotment holders reminding them of their responsibilities for grass cutting etc etc as it appeared some were not keeping to the rules.

The additional water tank has been completed and is ready to be used.

9.4. Allotment Hut

Additional trees have been planted at the side of the hut.. Some hedge plants were purchased and are being grown on currently before being planted. Area needs attention first. 20 bags of bark chippings were delivered by Diddlington Nurseries within the cost agreed previously. 16 bags have been used around the trees. 4 bags remain for future use when the hedge is planted.

Cllr Enderby donated a fence gate which has now been installed along with some picket fencing provided by Cllr Eyres. Our thanks to Bruce for his work towards this.

Cllr Musgrove is ordering the gutter and brackets for the one side of the hut to feed into the new tank. This was agreed at previous meetings.

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Cllr Musgrove has carried out some plumbing modifications to the hut in readiness for offering the facilities to the allotment holders. Discussion regarding locks to hut doors. To be discussed further.

9.5. Handyman Gardener

Bruce has commenced various works for us now and has entered a time sheet this month. Good to see he is now getting back to full fitness.

9.6 Everflow Water Rates.

Renewing contract. Discussion over the high monthly cost. Checks to be made.

9.7. Mole Man

Payment agreed for the current month but further discussions required.

9.8. Parish Office.

Works required ? It had been agreed to have a full Health and Safety survey carried out. This is to take place Friday 7th May.

9.9 Litter Picking

First date agreed as 23rd June 2021 2pm at the office.

9.10 Grit Bins

Cllr Eyres to purchase necessary paving slabs to move the village green git bin to The Lamms. Agreed by all present. Cllr Enderby offered some second hand slabs. Cllr Eyres to review.

9.11 Councillor Vacancy See beginning of Minutes.

9.12 Section 1 Annual Governance Statement Agreed by all present.

9.13 Section 2 Accounting Statement Agreed by all present.

9.14 Dates for Exercise of Public Rights Dates agreed as 14th June through 23rd July 2021.

10.0 Correspondence

None.

11.0 Finance

11.1 Payments

Precept received. Payments agreed by all present although there were minor adjustments to be made to N Power, Everflow and OPUS Energy amounts.

Description	Amount
Balance for March 2021 (minus the following direct debits)	£9,605.90
Opus Energy Parish Office Electric	£37.36
E-On Street Lights	£122.92
Everflow Water Rates	£8.81
XLN Telephone/Wifi Parish Office	£49.14
Opus Energy (Allotment Hut Invoice)	£8.97
Total Direct Debits	£227.60
Receipts	Amount
9 Number – Allotment Payments @ £15	£135.00
Breckland Community Car Scheme	£1000.00
Precept 1 st Payment	£16,500.00
HMRC VAT Refund	£368.32
Total Income	£18,003.32
Balance	Amount
After Direct Debits and Income	£27,381.62

Cheques	Description	Total
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BACS	Westcotec Street Light Maintenance	£59.23
BACS	Richard Oughton-Mole Man	£540.00
BACS	Postage for Training Material	£6.57
BACS	Clerk & Handyman Wages	£1,315.49
BACS	Mr J Musgrove – Allotment Plants and Repairs and Renewals	£123.15
BACS	Mrs A Shepherd – Community Car Scheme	£100.00
BACS	Mr D Goodrham-Petrol Church Lawn	£44.34
BACS	TTSR Grass Cutting Contract	£1,654.09
BACS	Serena Barnes-Internal Audit	£130.00
BACS	NALC Annual Subscription	£263.45
Total Paid		£4,236.32

Balance in Community Account	Total
May 2021	£23,145.30
Balance in Savings Account	Total
May 2021	£25,882.22
Balance for Miscellaneous Items	Total
Chilzone	£1592.96
Outdoor Sports and Play	£996.50

1.1 Web report for March.

- There were 315 visitors in April

12.Planning

Please see the Agenda for details. Two planning items agreed by all present.

Reference Number:	Address:	Date:	Description:	Outcome/ Update:
3PL/2020/1152/F	Proposed Additional Poultry Barn (B10) Cold Store & Wash Area & LPG	28/10/2020	Mundford Poultry Farm, Cranwich Road	Undecided
3PL/2021/0329/HOU	Front Porch Extension	09/03/2021	Ashleigh House Cranwich Road Mundford	Undecided
3PL/2021/0406/F	New Shepherds Hut and stabling for equestrian based holidays	24/32/2021	1 Methwold Road Mundford	Undecided
3PL/2021/0566/HOU	To erect 3.6m octagonal hardwood summerhouse.	29/04/2021	East Hall 22 Crown Road Mundford	Undecided
3PL/2021/0595/VAR	Removal of Condition No's 2&3 on 3PL/2014/0971/F	29/04/2021	1 Swaffham Road Mundford	Undecided

13.Street Lighting

Westcotec update awaited.

14.0 Members Matters Any items for next month please

Meeting closed approximately 9.30pm

Chairman: _____ Date: _____