

Minutes of the meeting of Shouldham Parish Council
held on Monday 20th June 2016 at 7.00pm in the village hall

Those attending:

Mr G Hipperson, chairman, Mr T. Nickerson, Mrs A. Caley, Mrs A Berryman, Mr K Carter, Mrs V Negus (Clerk)

Two extra items for the agenda were agreed to discuss the Internal Audit and the use of the playing field for an outside event.

The meeting started with an inspection of the playing field which resulted in the following decisions:

- (a) The rabbit fence needs replacing for which the Parish Council would seek half of the cost from the football club.
- (b) The Parish Council would like to continue their good association with the football club provided it is managed as one club and not separated into youth and men's clubs.
- (c) In view of the condition of the current pavilion, the Parish Council would like to see any future large amounts of money put into a more permanent building or approach the Bowls Club with a view to either sharing their facilities or the possibility of an extension to those premises.

1. Apologies were received from Mr P Gascoyne, Mr N Herbert and Mr K Matthews

2. Declaration of Interest – Mr Nickerson declared an interest as a Football Club Committee member

3. Minutes of the meeting dated 16th May were signed as a true record

4. Matters Arising – Football Club Committee members unable to attend until the July meeting

5. Payments for Approval

Utility Warehouse – electricity for May	£65.53
Country Grounds Maintenance – grass cutting for May	£220.04
Village Hall Committee – Parish Council donation for new kitchen	£1219.57
Currys PC World – printer cartridge	£17.99
Mr Cross – internal audit	£25.00

6. Planning

Notice of Decision Field Barn, Marham Road approved by Borough Council

7. Review of Standing Orders and Financial Regulations – These were adopted without change

7a. Internal Audit – This had been carried out by Mr Cross who confirmed that everything was in order

8. Governance Statement – The Council Governance Statement on the Annual Return had been distributed prior to the meeting. The Council approved the governance statement and the annual return would now be forwarded to the external auditors.

9. Progress of Pending Items

- (a) Village sign – pending Mr Herbert's attendance
- (b) Toilet block ramp – Mr Carter will let the Council have a drawing
- (c) Planings Fairstead Drove – Mr Hipperson will organise as soon as weather permits
- (d) Repairs to the Pavilion – awaiting grant decision from Football Association

10. Play Area Repairs

Awaiting Mr Herbert's report

10a Playing Field Event

Mrs Caley asked the Council for permission to organise an event on the playing field in the afternoon involving live music and a barbecue at a date to be fixed. The Council had no objection if Mrs Caley would contact the Borough Council regarding any licence needed for live music and make the necessary insurance arrangements.

11. Defibrillator

Mrs Caley had established that the school are happy to share the use of a defibrillator and a safe would cost in the region of £600 plus VAT. The defibrillator is accessed via a code from the police helpline number on the safe. It was suggested that the Kings Lynn Mountain Bike Club would be prepared to contribute to the cost and Mrs Caley was asked to contact the Village Weekend Committee and Mr Hipperson will arrange a quiz at the pub to raise money for the safe.

12. Transparency Code Fund

An application could be made for a laptop and scanning printer to aid compliance with the Transparency Code for small Councils. The clerk was asked to make this application. The clerk also pointed out that if a new clerk needed CiLCA or website training, the cost of this could be applied for at a later date

13. Correspondence

(a) Westgate Street closure details for information

(b) Parish Partnership Scheme 2017/18 – confirmation that Norfolk County Council will again contribute 50% to highway improvement bids made by the Parish Council. Bids for projects need to be in by 16 December.

(c) Mr Bulmer - observations on the possibility of an accident at the Eastgate Street bend. Following discussion the Council agreed to try again to resolve the problems of providing a trod on Eastgate Street in conjunction with the Parish Partnership scheme for 2017/18. Mr Bulmer to be informed.

14. Any Other Business

Mrs Berryman asked if the ivy on the wall on Lamsons Lane could be trimmed back. The clerk will ask Mr Matthews and Mr Gascoyne.

It was also pointed out that the footpath on The Crofts needed trimming. Clerk to contact Country Grounds Maintenance.

Mrs Berryman had also received another request for the plantings to be installed on Fairstead Drove. Mr Hipperson confirmed that he would get this done as soon as possible.

Mr Matthews arrived at the meeting

Mr Hipperson pointed out that part of the rhubarb field had been offered as a village car park with access from New Road. Following discussion it was agreed that Mrs Caley would try to take the project forward.

15. The date of the next meeting was set for Monday 18th July at 7.30pm

There being no further business the meeting closed at 8pm