Shouldham Parish Council

**DRAFT Minutes of the Ordinary Meeting of the above-named Parish Council held on  
Monday 16 October 2017 at Shouldham Village Hall**

Present

Parish Councillors:

Adele Berryman, Angela Caley, Kevin Carter, Paul Gascoyne, Geoff Hipperson (Chairman), Keith Matthews, Tom Nickerson and Nigel Walsh

Parish Clerk – Helen Carrier

1. **Accept apologies for absence**

No apologies.

1. **Declaration of interest on agenda items**

None.

1. **Minutes of meeting held on Monday 18 September 2017**

Having been previously circulated, it was proposed and accepted that the minutes be agreed.

1. **Neighbourhood Plan**

The Chairman and Parish Clerk from South Wootton Parish Council attended the meeting and gave a talk on their experience of developing their plan. A representative from BCKLWN will be attending a meeting in November to enable the parish council to decide on a way forward.

1. **Report on progress on items not on the agenda**

The Clerk had written to Elizabeth Truss to thank her for her correspondence regarding attending a future meeting but to date had received no response.

1. **Correspondence**

The Clerk read out the correspondence received; all for information.

1. **Parking on The Green**

The Clerk reported that she had written to the residents asking them not to park on The Green. The Clerk will be meeting with Andrew Wallace, BCKLWN Highways in the next few days to obtain a quote for post and chains.

1. **Drainage**

The Clerk has contacted NCC and is still waiting a response. This item will be discussed at a future meeting in January or February when the Clerk has more information.

1. **Parish Partnerships**

As the parish council had paid out money in the last two years towards projects for the parish partnerships and no obvious improvements that met NCC guidelines could be thought of it was agreed not to submit a bid for 2018-19.

1. **Finances**

To approve monthly payments as listed below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Description** | **Price** | **VAT** | **Total** |
| Utility Warehouse | Electricity – October 2017 | 45.21 | 2.56 | 47.77 |
| Bank Charges |  | 8.00 | - | 8.00 |
| Helen Carrier | Clerks Salary & Expenses Oct 17 | 218.52 | - | 218.52 |
| HMRC | PAYE October 2017 | 46.20 | - | 46.20 |
| NCC | Parish Partnerships | 3100.00 | - | 3100.00 |
|  |  |  | **TOTAL** | **3420.49** |

1. **Planning**

No applications received.

1. **Other Business – Any additional reports and items for inclusion on the next Agenda**

The Clerk will report to Highways that the footpaths need cutting and will also include a regular update in the village newsletter on the problem of dog mess. The Chairman reported that the trees had all been cut at Lamsons Lane – thanks to Chris Hotson for his work.

Confirm date of the next Parish Council on Monday 20 November 2017 at 7.30pm in Shouldham Village Hall.

Meeting closed at 8.35pm.

Chairman

Date