Shouldham Parish Council

**DRAFT Minutes of the Ordinary Meeting of the above-named Parish Council held on  
Monday 15 January 2018 at Shouldham Village Hall**

Present

Parish Councillors:

Angela Caley, Kevin Carter, Paul Gascoyne, Geoff Hipperson (Chairman), Keith Matthews and   
Nigel Walsh.

Parish Clerk – Helen Carrier

None public in attendance.

1. **Accept apologies for absence**

Apologies were received and accepted from Adele Berryman and Tom Nickerson.

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

None declared.

1. **Minutes of meeting held on Monday 17 December 2017**

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

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

The Clerk reported that she had submitted the paperwork regarding an electrical point to The Green to UK Power Network.

Cllr Gascoyne will measure the Marham village sign and give the measurements to the Chairman to pass on.

1. **Correspondence**

The Clerk had received an invitation for the Chairman to attend the Annual Formal Reception at RAF Marham. The Chairman will attend along with another councillor.

1. **Neighbourhood Plan**

The Clerk has received eight emails from parishioners offering their help with the plan. The Clerk will invite these parishioners to a meeting with Cllrs Caley and Walsh to move the plan to the next stage.

1. **SAM2**

Defer to next meeting.

1. **Finances**

* **Budget & Precept 2018-19**

The RFO, Cllr Matthews, had prepared a budget and presented it to the meeting. After some discussion it was agreed to accept the budget and set the precept at £13063.00 to include the Council Tax Support Grant of £150.

* To approve monthly payments as listed below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Description** | **Price** | **VAT** | **Total** |
| Unity Bank | Electricity – January 2018 | 105.20 | 5.56 | 110.76 |
| Helen Carrier | Clerks wages & expenses | 252.52 | - | 252.52 |
| **TOTAL** |  |  |  | **363.28** |

1. **Planning Applications.**

None received.

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

A pothole was reported in from of the garage on Westgate Street.

There appears to be a lot of rubbish at the playing field. The Clerk will ask the previous Clerk who removes this rubbish.

The pipe is blocked at Shouldham Hall and attempts to contact the manager have been left unanswered. The Clerk will telephone Shouldham Hall and ask to speak to the manager and, if does not get a satisfactory answer, will contact the owners of Shouldham Hall.

A councillor had been approached about renting an allotment in Shouldham. The Clerk will do some research on local allotment agreements and prices and will report back at the next meeting.

* Allotments
* SAM2
* Budget & Precept

Confirm date of the next Parish Council on Monday 19 February 2018 at 7.30pm in Shouldham Village Hall.

Meeting closed at 8.20pm.

Chairman

Date