Shouldham Parish Council

**DRAFT Minutes of an Ordinary Meeting of the above-named Parish Council held on  
Monday 24 April 2017 at Shouldham Village Hall**

Present

Parish Councillors:

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

Parish Clerk – Helen Carrier

1. **Accept apologies for absence**

Cllr Kevin Carter.

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

None

1. **Minutes of meeting held on Monday 20 March 2017**

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

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

Drainage – Westgate Street. The Chairman had invited Ben Hornigold, the engineer who produced a report for drainage of the proposed development site to the West of Westgate Street, to attend the meeting to brief the parish council on how to improve the drainage in that area overall. Mr Hornigold gave a verbal briefing to the meeting and it was agreed that this would need to be added to a future agenda for more discussion.

1. **Correspondence**

The Clerk read out the correspondence received, all for information only.

1. **Planning**

* 17/00586/F – after a brief discussion the parish council had no objections to this proposal but wished to comment that mains drainage should be connected.

1. **To approve monthly payments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Description** | **Price** | **VAT** | **Total** |
| Utility Warehouse | Electricity – March 2017 | 43.22 | 2.46 | 45.68 |
| Bank Charges |  | 8.00 | - | 8.00 |
| Helen Carrier | Clerks Salary & Expenses | 211.32 | - | 211.32 |
| HMRC | PAYEE | 46.20 | - | 46.20 |
| Village Hall | Rent | 33.00 | - | 33.00 |
| BCKLWN | Dog Bins | 338.00 | 67.60 | 405.60 |
|  |  |  | **TOTAL** | **749.80** |

All payments were approved. Cheques to be signed after the meeting.

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

Confirm date of the Annual Meeting of the Parish Council on Monday 15 May 2017 at 7.30pm in Shouldham Village Hall.

Meeting closed at 7.15pm.

Chairman

Date