Shouldham Parish Council

**DRAFT Minutes of the Ordinary Meeting of the above-named Parish Council held on  
Monday 23 April 2018 at Shouldham Village Hall**

Present

Parish Councillors:

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

Parish Clerk – Helen Carrier

1. **Accept apologies for absence**

Apologies were received and accepted from Tom Nickerson. Absences: Kevin Carter.

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

Cllr Matthews declared an interest on Item 10/18 planning application 18/00604/F. The meeting confirmed they did not wish him to leave the room.

1. **Minutes of the Ordinary meeting held on Monday 19 March 2018**

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 the Forestry Commission would be happy to provide a dog bin if the council met the costs of emptying it. A verbal report from the Bowls Club was received.

1. **Correspondence**

All correspondence received had been forwarded to councillors.

1. **Chestnut Tree**

The Clerk had contacted several contractors but no quotes had been received. It was agreed to defer this item until the autumn when the birds had finished nesting.

1. **Model Standing Orders**

After a review all agreed to adopt Model Standing Orders.

1. **WW1 Grant**

All agreed to approve the application form, the Chairman signed the form and the Clerk will submit the application.

1. **Finances**

* To approve monthly payments as listed below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Description** | **Price** | **VAT** | **Total** |
| Utility Warehouse | Electricity March 2018 | 54.72 | 3.04 | 57.76 |
| EON | Streetlight Electricity Apr 17-Mar 18 | 40.93 | 2.05 | 42.98 |
| Norfolk ALC | Members Subscription | 176.78 | - | 176.78 |
| CGM | Grass cutting | 186.46 | 37.30 | 223.76 |
| Helen Carrier | Clerks Salary & Expenses | 259.72 | - | 259.72 |
| Zurich Muncipal | Parish Council Insurance | 669.18 | 80.30 | 749.48 |
| **TOTAL** |  |  |  | **1510.44** |

1. **Planning Applications.**

18/00604/F

Councillors had reviewed the plans and site prior to the meeting. After a brief discussion it was agreed to approve this application.

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

* Surface Drainage and Drain – Shouldham Hall – the Clerk will report to NCC.
* TROD New Road – the Clerk will ask CGM to cut the last 40m of the TROD.
* Clerk to report Pothole in Westgate Street.
* Spring on the door of the ladies toilet broken, Cllr Hipperson to ask local handyman to fix.
* The Clerk will contact the cleaner again to ask him to clean the toilets.
* The Clerk will contact the Football Club to ask them to make sure the toilet doors are closed before leaving the site.

Confirm date of the Annual Parish Meeting Council on Monday 21 May 2018 at 7.30pm in Shouldham Village Hall.

Meeting closed at 7.15m.

Chairman

Date

Helen Carrier, Parish Clerk, 1 Whin Common Road, Denver, Norfolk PE38 0DX

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