

EAST RUDHAM PARISH COUNCIL

ANNUAL PARISH (ELECTORS) MEETING

Minutes of the meeting held on 16th May 2017 in the Rudhams Village Hall at 7.00pm

Present: Cllr A Elburn (Chair), Cllr M Wragg, Cllr J Horsfield
Cllr Mrs R Weeks, Cllr H Mines, Cllr Mrs S Jones, Cllr D Hatherly
Parishioners: John Dominy, Doe Dominy, Richard Cross, Sheila Swale, Bill Read,
Richard Bramley, Brian Chowles, Sandra Chowles, Matthew Parr-Burnham
Cllr M Chenery of Horsbrugh
Malcolm Tibble, Chairman Great Massingham Area Community Car Scheme
Apologies for absence were received from Cllr M Pearson, Cllr J Dawson

1. **Welcome**

Chairman welcomed the councillors, parishioners and guests to the Annual Parish Meeting.

2. **Minutes** of Annual Parish Meeting held on 17th May 2016 had been circulated to all members of Council, displayed in the notice board, were available on the Council website and copies were available for parishioners at the meeting. Parishioner John Dominy proposed that the Minutes were accepted. All in agreement. Chairman signed the Minutes.

3. **Chairman's Report**

Cllr Elburn presented his Chairman's review.

"This last year has seen one change of Councillor, we welcome Dave Hatherly who replaces Gordon Lane. This was done once again using the co-option procedure.

This will be a brief summary of what has been done during the last year, over and above normal housekeeping duties.

Probably the longest running project we have had is the bus shelter to the north of A148 near the village green. This was completed late last year. Our thanks go to Mr and Mrs McGregor who allowed us to lease a section of Manor House garden for a peppercorn rent.

The other two projects match funded by Norfolk County Council Parish Partnerships Scheme were the kerbing of the south side of the village green, which has successfully stopped the winter erosion of the edge of the green, and the provision of a trod on the north side of the Green to give safe access for the users of the west bound bus stop.

A sponsor came forward to fund a dog waste bin which was installed late 2016. This has led to another sponsor coming forward, so we are currently seeking permission to site another unit in the village.

Again we had a successful litter pick with equipment supplied by the Borough Council. The volunteers numbered ten, made up of five parishioners and five councillors. Thanks to all those who took part.

The Rudham Arboretum, or Stonepit Wood as we call it, goes from strength to strength, with a great deal of hard work to complete the boundary hedging, develop new areas and record the activity of wildlife. We must again thank John and Viv Dominy.

As usual the Parish Councillors all contribute to the work of the Council. The quarterly Parish News is put together by Rosemary, who always welcomes any contributions from parishioners for inclusion. Thanks to Irene for her work as Clerk, Bob for keeping the parish grassland tidy and Liz for her work as Cemetery Clerk."

4. Financial Report

Copies of the Receipts and Payments Account for year ending 31st March 2017 were circulated to all present. Clerk/ RFO presented her financial report.

" **Receipts** - £12,780.22 was brought forward on 1st April 2017. The precept was £12204.00, the same as the previous year. Bank interest was derisory at £37.53, of this £35.82 was interest on the NS&I investment account.

Income from Cemetery fees totalled £860.00, double the previous year.

Grants totalled £5,497.00 (£560.00 from Council Tax Support Grant, £200.00 for the Queen's Birthday event, £4,737.00 from Norfolk County Council for the bus shelter).

Open Spaces income totalled £1,208.92 (£179.00 from K McKinnon sponsorship of dog waste bin, £100.00 contribution from Rudhams Village Hall to grasscutting costs, £549.09 contribution to a memorial seat, £30.83 from West Rudham PC - their contribution to the War Memorial insurance, £6.66 share of Remembrance Day wreath, £350.00 from sale of three old Cemetery seats).

VAT recovered totalled £3,070.13 (£792.40 was recovery of VAT paid in 2015/16 financial year, £2,277.73 was recovery of VAT for part of 2016/17).

£850.00 was received in part exchange for the new parish mower.

Receipts totalled £36,706.73.

Payments -The audit was £150.00, streetlighting £786.43, insurance £786.36, subscription to Norfolk ALC £140.51.

Open Spaces costs totalled £18,155.33 (£6,166.00 for trod and kerbing of the Green, £9,360.00 for the new bus shelter, £564.46 for the memorial bench, £169.02 for the dog waste bin, £75.58 for fuel and mower parts for Stonepit Wood, £200.00 for the Queen's Birthday event, £378.00 for maintenance of the parish clock, £23.00 for weedkiller,); Churchyard costs were £750.00 (£200.00 for maintenance, £550.00 to fell tree); Burial Clerk services £135.00; Playground costs totalled £333.67 (£66.50 for the annual play equipment RoSPA safety inspection, £250.00 repairs, £17.77 swing shackles).

Grasscutting costs totalled £4,374.47 (£3,208.33 for the new mower, £700.00 payment to Bob Kendle, £165.31 for mower fuel, £300.83 for mower insurance).

Hall hire costs for meetings totalled £173.25.

The Clerk's salary was the same as for 2015/16 at £2734.92.

Clerk's expenses were less than the previous year at £269.98 - this is due to minutes and agendas being emailed, less letters being posted as more responses are sent as email attachments, and there are no photocopying costs since the Council purchased its' own printer. £447.51 was spent on a laptop, printer/scanner, software, and a projector for use at meetings of emailed planning applications. Paper copies of planning applications are no longer received.

Newsletter production cost £358.13 compared with £225.83 the previous year. This was because an extra issue was paid for in the 2016/17 financial year.

The website host cost £95.00.

A £100.00 donation was made to Norfolk CAB. There were just two Section 137 payments (£250.00 donation to Community Car Scheme, £20 for Remembrance Day Wreath). The Playingfield Association had advised that they no longer needed the annual £375 maintenance grant.

VAT totalled £3,024.38. Part was recovered in September 2016, the remainder was recovered after the end of the financial year.

Payments totalled £31,866.27

Cash in Bank

NS&I Investment Account £576.78, Barclays Premium Account £9.65, Barclays Bank Community Account £4,279.69. The Clerk explained that Barclays Bank would no longer permit the Clerk to transfer funds between their two accounts by phone, two cheque signatories would need to go to the bank in person. Then Barclays Bank announced that the interest rate would be 0%. So two Councillors went to Fakenham and transferred almost all the funds from the Business Premium Account to the Community Account, leaving just £9.65 to keep the account open. Council needed to pay the full cost of the bus shelter (£9360) before the 50% grant from NCC could be claimed. So £6,000 was transferred from NS&I to the Community Account. Almost all funds are now in the Community Account although funds will be transferred back to NS&I shortly.

Total cash in bank is £4,866.12. There was one unrepresented cheque for £25.93 leaving a balance brought forward on 1st April 2017 of £4,840.10."

Sheila Swale proposed the accounts be approved. All in agreement. Chairman and Clerk signed the Receipts and Payments Account previously signed by the Internal Auditor.

5. Annual Report of East Rudham Charities

Trustee John Dominy presented a report on the Smeeth Charity for the year 2016. Total income was £547.62, total payments £473.84, fund assets at 31st December 2016 totalled £2349.88. Mr Dominy said the mild winter had helped people keep down their heating costs, but the cost of electricity to those on prepay meters was still very expensive. During the year three families had been helped, one with coal and the others with grants towards electricity bills. To ensure all parishioners were aware of the help available, notices were placed in the Parish Newsletter and in the Reflector.

Joan Woodard had become one of the Trustees in 2016.

Chairman thanked Mr Dominy for his report.

6. Report by Community Car Scheme Chairman

Malcolm Tibble thanked the Council for inviting him to present a report, and also for the grant of £250. He said that the Car Scheme was altering its' financial year to bring it in line with most other organisations, it would now end on 31st March. Mr Tibble then presented his report. A record number of 5010 trips had been made last year. When drivers numbers had declined to 45 a recruitment drive had been organised and there were now 56 drivers, three from East Rudham. The website had been updated and now has more flexibility. Photos of the village signs of all the villages within the Scheme on the website help to identify the area covered. The website receives on average 30 hits a week. Norfolk County Council is forming

s consortium with Breckland Council re grants, and specific data is now required for each trip, but the co-ordinators are coping with the new requirements. The Scheme costs £11,000 a year to operate., £7,000 of which is staff costs. £4700 is received from NCC, £2800 from Borough Council, £1800 from parish councils, £1000 from Gt Massingham and Docking surgeries, £500 from Sandringham Flower Show, £200 from Fox and Hounds, Weasenham. 492 trips were carried out by East Rudham drivers, representing 10% of total trips.

The £250 donation from East Rudham PC represented 15%.

Cllr Chenery of Horsbrugh advised of an instance when a driver could not be found for a Docking resident. Mr Tibble said that historically a driver had been found for 99% of trips, it was much regretted when a driver could not be found. He said two clear days were needed to book a trip but this was not always provided.

Chairman thanked Mr Tibble for his report.

7. Report on MUGA

Clerk presented a report provided by Judith Lowes

MUGA Update 2016/2017

" This year, as well as being used by the usual tennis players and football clubs, the MUGA has been used by Rudham Primary Academy School. Also the addition of a state of the art table tennis table has widened the MUGAs facilities. This was purchased with the help of grants from Jacks Lane and Rudham villagers who collected tokens for the EDP Community Awards scheme.

After a maintenance afternoon in May the committee decided to replace the net and net winder and Michael Payne helped to repair the net holding hook, whilst Lord Cholmondeley and Houghton Estate kindly provided a new notice board.

Our major problem and expense this year has been to replace two broken bulbs in the flood lights. Much of this expense was covered by insurance, so we still have a healthy budget to cover costs.

We have therefore decided to keep membership costs the same, £7 single £20 family, £25 per quarter for clubs but will increase the token cost for electricity from £1.50 to £2 an hour in the Autumn.

Events

In June 2016 MUGA manned a games stall on the green in support of the village event celebrating the Queen's Birthday.

In September there was a fun afternoon at the MUGA site to celebrate the opening of the table tennis table. We organised competitions in tennis, table tennis and shooting baskets. Great fun was had by those who came to both events amid rather inclement weather.

November saw the usual Quiz night while in December the mulled wine and mince pie evening held for the second year at The Lowes residence was very well attended and has become a regular Christmas village get together.

Up Coming events

May 18th 2017 a new joint venture with W.I. 'Rogues Rascals and vagabonds' a talk by historian and actor Neil Storey is to be held at the village hall.

In **June** we will once again be supporting the village fete by manning a games stall.

We sadly lost the support of three committee members this year. Joy and Gordon Lane moved out of the village, thankfully returning for the Quiz as they are both instrumental in its success.

After the Walking football ran its course, Hedley Mines felt he had achieved as much as he could for the MUGA. He had worked tirelessly for five years and improved the facilities at the MUGA and our loss is the parish council's gain!

All three were stalwart supporters always on hand for maintenance and fund raising.

To compensate for their loss, we have welcomed Tony Dessant to the committee and he has already been a proactive member. There is still a vacancy for anyone wanting to join this very friendly committee.

We continue to be well supported by villagers, members and our diligent committee which makes the MUGA continue as an important village facility. "

8. Appointment of Bulk Oil Buying Scheme Co-Ordinator

Cllr Mines proposed that Cllr John Horsfield be appointed Co-ordinator for 2017. All in agreement.

9. Appointment/confirmation of Council representatives

9.1. Jacks Lane Windfarm Community Fund

Confirmed that Cllr Horsfield continue as representative.

9.2. MUGA

No appointment made.

9.3. Police liaison

No appointment made.

9.4. Coxford Abbey Quarry

No appointment made.

9.5. Smeeth Charity

Confirmed that Cllr Pearson continue as Trustee.

10. Report by County/ Borough Cllr Chenery of Horsbrugh

Cllr Chenery explained that he was in purdah for the General Election. He said annual reports for Borough Council and County Council would soon be available. He would email them to the Clerk for circulation to Council members.

11. Matters raised by Electors

11.1. Sheila Swale expressed concern about the closure of the village shop and post office.

Chairman said he understood the shop would be closing at the end of May, but it was a financial matter between private individuals.

11.2. Residents from Station Road expressed concern about traffic matters near their homes.

Chairman explained that it had been hoped to obtain a 40mph interim speed limit in Station Road but it had been refused as it did not meet regulations criteria. Chairman said a SAM2 sign would be sited at the Broomsthorpe Road/Station Road junction. Cllr Horsfield said the data provided by the SAM2 could provide useful evidence in future. The Station Road residents asked if a speed sign could be sited near their homes but Chairman advised signs had to be sited within 30mph areas. Chairman advised that residents' concerns about the new entrance had been reported to the authorities. The residents asked if a speed survey could be carried out at the railway crossing area of Station Road and Chairman said this could be looked into.

11.3. John Dominy said that the workmanship of the trod, kerbing of the village green and the new bus shelter was of a high standard. He recommended a visit to Stonepit Wood.

12. Date of next Annual Parish Meeting

Tuesday 15th May 2018

Chairman thanked all those present for attending and closed the Annual Parish Meeting at 8.08pm