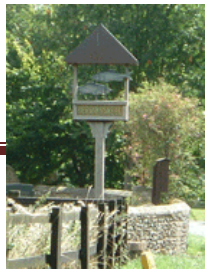
HERRINGSWELL PARISH COUNCIL



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Minutes of Meeting held on Tuesday 24th November 2015 at
Herringswell Village Hall 7.00 pm

Present: Liz Marchington (Chairman)
Selina Boyce (Vice Chairman)
Garry Brown
Gloria Hicks
Steve Griffiths (Apologies)

In attendance: Cllr Carol Lynch
Cllr Lance Stanbury (Apologies)
Su Field (Parish Clerk)

Members of the public: 0

1 Welcome: LM welcomed everyone.

2 Apologies:

3 Minutes of Previous Meeting (13 October 2015): The minutes were approved and signed.

4 Public Participation. Allowed throughout the meeting.

5 **Police Report**. No reports received.

6 District/County Report.

District Council
Brown Bin charge has still to be decided. Probably within £36-£50 per year – possibly around the £45 mark.
Discussions are still taking place concerning the setting up of a development company to build not only affordable housing but also housing to be sold on the open market.
County Council
Following the recent resignation of CCllr Chambers no county report had been received.

Clerk was instructed to write to CCllr Chambers expressing their gratitude and best wishes for the future.

7 **Matters Arising:**

a. Telephone Box – Grant Funding Request

GH had contacted BT concerning the repainting of the box and they confirmed that they have put in a work order to carry out the work between March and October 2016. It was agreed that a reminder email to be sent in February to remind them to paint it!

b. Church Grass Cutting

Date of 12th January has been agreed for the Parish Council to meet with the Church Committee. The venue was has yet to be confirmed by the church representatives, although Tuddenham Mill has been suggested. The Clerk was instructed to email the Church Committee to respectfully suggest that the meeting be held in the Village Hall/or Church.

c. The Street – Hedge Cutting

A request to trim a hedge had been received from Upton Farms concerning their view that the hedge outside The Beehive had grown large enough to force traffic into the path of oncoming vehicles.

The owner of the hedge had also written to the Parish Council outlining the plans for the management of the hedge.

The Clerk was instructed to write to Upton Farms outlining the owner's plans and reiterating that the main cause of concern is the pothole which is still awaiting repair by SCC Highways.

8 **Planning Applications:**

DC/15/2109/FUL – Anaerobic Digestion Plant, Bay Farm (consultation closes 2 December 2015).

LM had examined the report that had been received from FHDC. As the Parish Council are not an official consultee full paperwork had not been sent. LM explained to the meeting her understanding of the proposed plant and the amount of materials that would be required to "feed" the plant. It was considered that the plant, if delivered as proposed, would not have an immediate impact on the village of Herringswell as whatever produce was grown would would need to be removed from the land whether for sale conventionally or to feed the digester and fertilisation of the land would still take place.. It is envisaged, in the plan received, that lorry movements would not increase within the village. Worlington Parish Council, as the lead PC on this application, have arranged to visit the anaerobic digestion plant already in situ on the Euston Estate and LM had requested a place. LM will report back to a later meeting on the outcome of the visit to the Euston Estate.

It was agreed that Councillors would peruse the report themselves before any correspondence is submitted.

9 **Meetings**.

None attended.

10 **Correspondence**: Sent by email.

11 **Payments to be made**:

a. Increase in Village Hall Fees

Correspondence had been received by the Clerk concerning the Village Hall Committee's decision to increase their charges. From 13 October 2015 the charge would rise to £30.00 per meeting.

b. Precept Request for 2016/17

Notification had been received from FHDC concerning the Precept request for the Parish for the financial year 2016/17. FHDC have estimated that the Parish Council's expenditure for the year 2016/17 would equate to £3,653 of which £51 was the Local Council Tax Support Grant.

The Local Council Tax Support Grant would be phased out completely from financial year 2017/18.

The Parish Council debated whether any increase should be made to the Precept Request or whether there should be no increase for the Parish Council element.

It was discussed and agreed that a reserve should be built in to the forthcoming Precept Requests over the next couple of years to ensure that any unexpected bills can be met. This would also afford the Parish Council the opportunity to call upon external support/advice if the situation arose.

Once a modest reserve has been achieved it is envisaged that the Precept Request would not increase year on year and may even decrease.

It was **PROVISIONALLY AGREED** that the Precept request for 2016/17 should be in the sum of **£4,000 representing an increase of 11.04% equating to £3.85 INCREASE PER YEAR for a Band D property**. The item would come back to the Parish Council on 19th January 2016 for final agreement whereupon the Clerk will be instructed to complete the form accordingly and submit to FHDC by the deadline of 31 January 2016.

c. Clerk's Training Request

Further to the Clerk's email of 29th October, the Clerk would like to undertake the CiLCA examination and requested assistance from the Parish Council for 1/3 of the cost equating to approximately £110. The other two thirds to be funded by two other Parish Councils that the Clerk supports.

The Clerk left the room whilst this item was discussed.

It was **AGREED** to provide financial assistance to the Clerk in the sum of approximately £110 in support of her application and study for the CiLCA qualification. The PC wished it to be noted that monies had already been set aside through the previous Precept for any required Clerk training.

Payments to be made

SALC	Provision of Payroll Service (6 months)	£16.80
Village Hall	Hire for November	£30.00
Mr A Nunn	Grass Cutting	£120.00
L Marchington	Reimbursement for RBL Poppy Wreath	£20.00

12 Any other Business: None

Clerk to contact Guy Smith at SCC concerning the traffic counts and also about the pothole outside The Beehive. The drainage is not working at all now.

13 Date of next meeting: 19th January 2016 at 7pm.

Items to be included on the agenda:

Formalisation of Precept Request for 2016-17

Anglian Water Reporting Issues – Cllrs Lynch and Stansbury

There being no further business the meeting closed at 8.15 pm

Signed : .....

Herringswell Parish Council