

Minutes of the **FULL HIGH KELLING PARISH COUNCIL MEETING** which was held on **Tuesday 21st May 2019** in the Constance Gray Room at the Village Hall, High Kelling, commencing at 7.00 pm

Councillors Present: – David Carter (Chairman) Gordon Lane (Vice Chairman), John Mangan, Jan Kemp, Patrick Kelly and Robin Johnson

Clerk: – Harry Marks – Present Public: – 6

1. **Administrative:**

1. *To receive* apologies for absence.

Apologies had been received from Councillor Butikofer. The meeting was also advised that the police representative, had sustained a serious injury to his hand. The Chair requested that the clerk sends commiseration on behalf of the Parish council.

2. *To receive* declarations of interest in relation to any item on the agenda. There were no declarations of interest.

3. *To receive & approve* the minutes – The full council meeting held on Tuesday 19th March 2019 were approved and signed as a true record.

2. **To adjourn the meeting for Public Participation and to receive external reports.**

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A. **To receive the crime report from the Police and permit members of the public to raise matters relating to High Kelling.**

The police representative was absent from the meeting (see 1a above)

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B. **To receive reports from the County and District Councillors relating to High Kelling and permit members to raise matters relating to High Kelling.**

(b.i) North Norfolk District Councillor – Councillor Duncan Baker introduced himself and outlined his past life in local government and that he is a local member. He also stated, that following a re-structure of the NNDC, parish boundaries had been changed. In consequence he would be sharing responsibility for HKPC with Councillor Georgie Perry-Warnes. He looked forward to attending the meetings and would be in support of High Kelling.

The NNDC local plan was domination the political scene and Duncan urged members of the parish council to attend the meetings.

It was his intention that on receipt of an agenda he would send a report and it was agreed to circulate this to the PC members for the actual meeting.

(b.ii) Apologies had been received from the NCC representative, Councillor Sarah Butikofer.

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1.

C. **Public participation.**

There were no members of the public present.

3. **To receive reports and announcement from the Council chairman**

The current chairman stated he had no report but confirmed he had some ideas that he would like to share at the July 2019 meeting.

4. Items for decision/discussion by the Parish Council:

1. Kelling hospital – update.

Nothing further to report.

2. Support network for High Kelling – update.

It was reported that West Beckham PC had a large income from a solar panel farm which they use to fund local initiatives. It was suggested that areas around the A148 could be investigated to make it more attractive. The chair asked the council to consider putting forward ideas to enhance High Kelling. The Vice chair mentioned that he had circulated details of High Kelling directory and thanked everyone for their feed-back. Any information could be inserted in the publication to enhance its appeal. It was agreed in principle to accept the proposal that monies could be spent on small projects but the clerk reminded the meeting that the 2019/20 budget would need to be re-visited. Next year's precept amount could be increased or application for grants could be investigated.

3. Norfolk Big society fund.

No applications had been received.

4. Annual review of roads and paths.

An update of the review had been circulated to all members and one aspect to be investigated was planting along the A148. The chair reminded the council that he had contacted the HK Garden club to determine whether they could supply technical advice and carry out the work if funds were made available.

5. To agree/confirm the procedure for co-opting 3 councillors for the vacant seats.

The chair stated that his personal opinion was to treat every applicant the same. Notwithstanding that Val Moss's distinguished career as a councillor, she should go through the same process as everyone else. Robin Johnson agreed that there was no other choice.

Councillor Kelly stated that the procedure was somewhat gruesome and whoever lost or won, announcing the result in public was uncomfortable. The vice chair confirmed that when he had a candidate standing with him, the winner and loser was declared at a private meeting and Councillor

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Kemp confirmed this. The chair requested that this method be confirmed in the minutes.

It was confirmed that a date had to be confirmed. The chair stated that the council would need an advert, some form of personal specification, the skills required and subsequently agree a date and who was actually going to carry out the interviews. The chair stated it could be the full council or a sub-committee and asked for views.

Councillor Kelly agreed that a sub-committee grilling a person would be preferable to the full council. He suggested the chair and two others. The chair asked for volunteers and both Councillor Kemp and Councillor Kelly

agreed to be part of the panel. Councillor Mangan agreed to be a fourth person should the need arise.

The clerk stated that there was suitable, but dull information e.g. a poster is available. He felt that a vibrant campaign by the PC would hopefully 'out shine' the NNDC approach. The chair said he thought the NNDC's approach lacked 'luster' and that some people were unaware of the elections. The vice chair confirmed that the time scale for the return of forms etc, was not ideal and it was felt that the forms were too bureaucratic.

The clerk suggested a small presentation on the workings of the council and the chair said that the advert should reflect this. The vice chair stated that any applicant should have attended at least one meeting of the PC in order to at least understand the format.

Councillor Kelly suggested that a potential applicant should contact the PC Chair and that other supporting information be displayed on the council's website and also the High Kelling news. The chair confirmed that the information needs to confirm how important it can be.

Councillor Johnson confirmed that the date for inserting an advert into the HK times and it was felt that any advert should go out before the next PC meeting in July. Councillor Kelly said that once the leaflet had been agreed, this could then be used as a letter box drop, posted on notice boards etc. The chair was concerned that councillors should not only 'target' their friends but all of the village occupants. The clerk stated that his contact details could be used and then passed to councillors for action. It was agreed that the clerk would circulate the current poster to all councillors for comment. Once received, the interviewing group could get together to discuss the way forward.

5. **PLANNING**

1. *To ratify* decisions made by email consultation since the last meeting.

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2. *To receive and consider* any **late planning applications** (received after publication of this agenda).

PF/19/0607 28 Pineheath Road, High Kelling

Following discussion, the full council agreed to submit 'No objection' to this application.

3. *To receive* any update from the clerk on planning decisions.

4. *To discuss* the unlawful removal of 2 road signs from Beech Close.

The chair outlined the situation and that the signs had been replaced by temporary plastic laminated signs. The chair had sought the cost of replacement which was £250 +vat. As an unadopted road replacement would be down to the residents.

Councillor Kelly asked if there could be any advantage of several small parish councils coming together with a united voice on planning issues. It was felt that the Warren Barns situation had been agreed due to central government dictates.

6. **TRANSPORT & REPRESENTATIVES ON OUTSIDE BODIES**

Members to report on any meeting they have attended as
a **Representatives** of the Parish Council as follows:

1.

A. High Kelling Village Hall Committee – David Carter outgoing rep
(see below)

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1.

B. Community Speed watch- Robin Johnson

“We have turned out 9 times over the year and had scheduled several more which had to be cancelled, due to poor weather.

We are now, I am pleased to say, adequately manned, with thanks to Nick Turner and John Kellas-Kelly who have joined our ranks. Ellie Humphreys, I am pleased to say has also been able to chip in again having considerably improved as regards her health.

As I have reported before, I do not expect us to ‘catch’ many, if any speeding motorists. We are just too visible. But because we are so visible, we do produce an almost miraculous improvement in motorists’ behaviour: the sight of a yellow jacket just works! And I am sure it serves as a reminder – to some at least – that they ought not to be speeding when they come here the next time”.

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1.

C. SNAP – Robin Johnson

“The Safer Neighbourhood Action Panel meets every few months under the auspices of the Norfolk Constabulary and Holt Safer Neighbourhood Team (SNT) in particular.

The idea is that citizens can exchange information and share concerns with their local Police.

To be honest, it is not very well supported by the local community. There are more than 20 Parishes in the area covered by our SNT and although representatives from Holt, Briston/Melton Constable, Edgefield and High Kelling are regular attenders, the great majority of villages do not come to the meetings.

The Police at these meetings give a summary of their main activities since the last meeting, and in particular say how they think they have performed against the priorities set by the previous meeting. And then the meeting sets up to 3 ‘priorities’ for the SNT to give special attention for the next few months. These could be anything from concern over rural crime (hare-coursing for example) to youth anti-social behaviour in town/village centres and shop or car-based crime.

I have attended most of the year’s meetings”.

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D. Holt Area Patients Participation Group – Val Moss (Absent)

7. **FINANCE**

1. *To receive & consider the **Accounts to be paid** to date since the last meeting:*

Parish Clerk’s salary (April – May
2019) 9 weeks

£
283.50

	Sub total	
Clerk's Expenses –		£
<i>Broadband allowance @£9pm;</i>		283.50*
<i>Home working allowance @</i>		£ 18.00
<i>£17pm;</i>		£ 34.00
<i>Travel expenses @HMRC rate</i>		£ 17.10
<i>£0.45 -Internal Auditor 38 miles</i>		£ 0.00
<i>0 x Telephone calls ()</i>		£ 10.00
<i>Use of clerk's printer.</i>		£
	Sub total	79.10*
SLCC Annual Membership 2019/2020		£ 63.00
Norfolk NALC Annual Subscription 2019/20		£ 181.18
D. Wright Internal Auditor		£ 50.00
		£
R. Morgan, Bus shelter cleaning		186.20
		£
	Total	842.98

*Cheques payable to H. Marks

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2. *To receive and consider any further **Late Invoices** (received after publication of this agenda).*

A late invoice from D. Wright, Internal Auditor had been received for £50.00

3. *To receive the year end **Bank Reconciliation** for month end March 2019.*

The clerk handed round copies of the bank reconciliation, payments list and the receipts list for the financial year 1st April 2018 – 31st March 2019.

4. The clerk provided a quotation from the current insurer, Zurich Insurance for a 5- year contract at a cost of £426.85. It was agreed to take up this option.

14. CORRESPONDENCE

14.1 Police Newsletter dated April 2019.

14.2 Update from George Freeman MP: Offshore grid connection.

14.3 Latest news from ICO.

14.4 Invitation: Parish Paths Seminar (North Norfolk) Parish councils.

14.5 Notice of consultation: North Norfolk First Draft Local Plan (Part 1) Specific consultees.

14.6 Notice of consultation: Draft Design Guide & Landscape Assessment SPDs.

14.7 Norwich Western Link Update.

14.8 Police Newsletter dated May 2019.

MEETING CLOSED 8.55pm