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**MINUTES OF THE SEDGFORD PARISH COUNCIL MEETING ON THE
18th OCTOBER 2017 AT THE VILLAGE HALL**

- 1. Welcome** Ms Crump welcomed all in attendance to the meeting.
- Public Session. 2 members of the public present.** No matters raised
- Apologies Accepted** Mr Frost, Mr Curry, Borough Councillors Mr I Devereaux and Mrs A Wright.
- Present,** Ms Crump, Mr Clark, Mrs Hipkin, Mr Head and County Councillor Michael of Chenery (arrived at 7.10 left at 7.30)
- Declaration of interests.** Mr Clark and Mrs Hipkin declared a prejudicial interest in item 10.2.
- 2. Minutes for approval.** Minutes of the 20th September General Meeting were proposed by Mr Clark, seconded Ms Crump and carried.
- 3. Matters Arising**
- 3.1 Anglia Water river flow.** The chair reported that Mr A. Ramsey is raising questions with the Borough Council with regard to the river and planning matters.
- 3.2 Bench Cole Green** The clerk confirmed that the plaque had now been purchased and fixed to the bench at Cole Green.
- 3.3 Cemetery Meeting.** A meeting between the Parish Council and Church representatives had taken place and agreement reached on matters relating to the grass cutting, the access through the Lychgate to the new cemetery, the ownership of the centre wall and the ownership of the Lychgate. A document with the agreed points is available for signing by the council and the church. Mr Head proposed and Mr Clark seconded that the chair should sign the document, this was carried.
- 3.4 Defibrillator.** The clerk has now obtained some information from Mrs Barber and he will now discuss with her how the transfer of recording responsibility can be handed over. **Action Clerk.**
- 3.5 Memorial Notices and Frames.** Mr Clark has identified a name missing from the memorial. Mr Clark needs to do some further research before printing the lists. **Action Mr Clark**
- 3.6 Hedges Buck Hill.** Highways have been notified. If nothing is done the clerk will contact the resident who owns the land beside the road. **Action Clerk**
- 3.7 Grass Cutting the Pound.** The clerk contacted the residents and the grass was cut. They asked for dates of contractor's visits. The clerk called them to say we do not have set dates. They agreed to monitor people parking on the grass.
- 3.8 B1454 Road Closure.** The road will now be closed in February, 12th Feb 2018 to 2nd March 2018 for drainage work.
- 4 Standing Agenda Items**
- 4.1 Police Matters.** Nothing to report.
- 4.2 Meetings Attended.** The clerk attended a training session at the Borough Council on the new CIL accounting regulations.
- 4.3 Village Hall Matters.** The clerk reported there is a play this Saturday night.
- 5 Planning matters.** None
- Outcome of planning.** 17/00127/TREECA Spring Cottage Approved, 17/00128/TREECA Apiaries Fring Lane approved, 17/00154/TREECA Cole Green House approved. 17/01156/F East Hall Cottages.
- 6. Questions for the County Councillor.** The councillor asked the council to watch for the press release tomorrow to which they may like to respond. He reminded the Parish Council he has a fund to support highways work. It was agreed the clerk should find out again about the cost of a school flashing sign. **Action Clerk**

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7. Questions to the Borough Councillors. Councillor Wright had emailed the clerk to tell him that Matthew Henry has said there is nothing planned by the Borough Council at the moment for their land at Jarvie Close.

8 Finance

8.1 Bills.

Name	Business	Net	VAT	Gross	Non Recoverable VAT
Eon (DD)	Electricity Aug	£ 19.79	£ 0.99	£ 20.78	None
K and M	St Lighting Aug	£ 13.29	£ 2.66	£ 15.95	None
CGM	Grass Cutting A	£265.15	£53.00	£ 318.18	None
Timpsons	Plaque	£ 33.33	£ 6.67	£ 40.00	None
Richard High	Fee (NP)	£2125.00	£0.00	£ 2125.00	None
Witley Press	Printng (NP)	£ 70.75	£14.15	£ 84.90	None
Sedgeford Village Hall	rent (NP)	£312.00	£ 0.00	£ 312.00	None
Sedgeford Church	Rent (NP)	£ 16.00	£ 0.00	£ 16.00	None
Sedgeford School	Printing (NP)	£ 27.80	£ 0.00	£ 27.80	None
Sedgeford School	Printing	£ 9.30	£ 0.00	£ 9.30	None
Mr J Ward	Paper (NP)	£ 9.75	£ 0.00	£ 9.75	None
Ms S Crump	Stationary (NP)	£ 5.00	£ 1.00	£ 6.00	None
Community Grants	Refund (NP)	£121.88	£ 0.00	£121.88	None

(NP refers to Neighbourhood Plan grant payments)

The bills were proposed by Mr Clark and seconded Mr Head and carried.

8.2 Financial Statement. The clerk reported the figures for October.

Letter to request a bank transfer of £6,000 proposed Mr Head seconded Mr Clark and carried

9. Correspondence.

9.1 NARS appeal letter

9.2 House name Confirmation

9.3 Oil Club, it was agreed an item should go in the newsletter to remind people of the local oil group.

9.4 Police Newsletter

9.5 Community Infrastructure notification.

9.6 Civic office notification of the Local Hero Awards

9.7 Email from Mr Barber to invite councillors to visit the chicken farm. Clerk asked to arrange a date. **Action Clerk**

9.8 Heacham Parish Council consultation of Parish Boundary for their Neighbourhood Plan.

10 Council Decision.

10.1 Neighbourhood Plan Update. The chair gave the meeting an update. The group have written a draft plan and have consulted on this with their exhibition over the last 2 days. The group will take on board the comments they have received and work towards a full version for regulation 14 consultation in March. One major piece of work is to consider which sites they may wish to include in the plan for future development. When this has been decided they will consult again to ensure residents views are captured. There is a clear need for more affordable housing in the village and sites could be identified for this kind of property. The chair informed the meeting that Mr Cross is looking to open up a section of the Heacham River on their land to the public and this could also be used by the school. More details will follow on this matter. One concern of the group was that all the documents and plans will need to be placed on a Parish Website. The clerk had been in touch with the Norfolk Association and they can provide a free site with training for the clerk at £55 per hour. It was agreed that the clerk should move forward with this and set up training once a site is established. This was proposed Mr Head and seconded Mrs Hipkin this was carried. It was also agreed that £200 should be allocated to cover the cost of training. Ms Crump said that she could put this into the next grant application. The clerk said he would look into a

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second transparency grant to cover the costs of uploading the data to the site. **Action Ms Crump/Clerk**

10.2 Paddock Road. The chair gave a very brief update on the current situation but as the meeting would not be quorate to make a decision tonight the matter was left. The chair may call an extraordinary meeting to deal with this matter. **Action Chair**

10.3 Land Registry Update. Washpit registration is with Land Registry.

10.4 Borough Council Call for Sites. There has been no further call for sites by the Borough Council at this time.

10.5 Co-option of Parish Councillor. Mrs Crosley left the meeting with the other member of the public. The chair said that Mrs Crosley had indicated an interest in taking the vacant position and had attended the meeting tonight. It was proposed by Ms Crump seconded by Mr Clark that Mrs Crosley fill the vacant position, this was carried unanimously.

10.6 War Memorial – emails from SHARP. The Clerk has had further emails with SHARP and has written to the British Legion to try and establish a working group to work on the memorial. Mr Clark informed the meeting that the memorial was the responsibility of the Parish Council. The clerk was asked to check whether it was covered by the council's insurance. **Action Clerk**

10.7 Change of Meeting Dates. It had been agreed by email that the March 2018 date be brought forward a week to the 14th March. After discussion it was agreed not to change the January date. The clerk will inform the Hall secretary and update the notice board and website. **Action Clerk**

11 A.O.B. and items for the next Agenda. Mr Clark asked if the Neighbourhood Plan Group had considered Fring Lane for Quiet Lane Status. The chair said that this would be looked into. **Action Chair**

The meeting closed at 8.40

Date of next meeting 15th November 2017