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**MINUTES OF THE SEDGFORD PARISH COUNCIL MEETING ON THE
20th DECEMBER 2017 AT THE VILLAGE HALL**

1. Welcome Ms Crump welcomed all in attendance to the meeting.

Public Session. 1 member of the public present. The member of the public raised the issue of cars parking on Pavements. It was agreed to include an item on this in the next newsletter. The clerk urged residents to call 101 if they saw a car parked illegally and ask the police to deal with it.

Apologies Accepted. Ms Crosley, Mrs A Wright

Present, Ms Crump, Mr Clark, Mrs Hipkin, Mr Head, Mr Frost, Mr Curry, and Borough Councillor Mr I Devereaux (left the meeting at 8pm)

Declaration of interests. None declared

2. Minutes for approval. Minutes of the 15th November General Meeting were proposed by Mr Clark, seconded Mr Curry and carried.

3. Matters Arising

3.1 Anglia Water river flow. No further update

3.2 Defibrillator. The clerk has been trying to arrange a meeting with Mr and Mrs Barber to get the information and then see if the Village Hall Committee will continue the management.

Action Clerk.

3.3 Hedges Buck Hill. The clerk has been informed by Highways that they do not meet the criteria for cutting. It was agreed this could be a job for the Rangers.

3.4 Whin Close Visit. The clerk is waiting for a date from Mr Barber, early in the new year.

3.5 War Memorial Insurance. The clerk confirmed is still trying to get a valuation of the memorial in order to get a quote from the insurance company. **Action Clerk**

3.6 Parish Website. The clerk reported that he has been working on the website and that all the minutes and agendas for the last two years are in place. He needs to now put on key documents and a brief piece about the village which will come from the Neighbourhood plan script. There will be a need for another training session to put in place the tabs for the neighbourhood plan documents. This may be a face to face or phone session. The access of the site is still an issue and the clerk will contact the IT person at NALC in early January.

Action Clerk

3.7 Meeting with Solicitor re Paddock Road. The clerk has now met with the solicitor at Hayes and Storr and briefed her of the situation. She will now seek advice from colleagues and come back to the clerk on the appropriate action to be taken.

3.8 Neighbourhood Watch The clerk has made contact with the police and the community officer is happy to meet at the station in Hunstanton to go over the process. She has given the clerk a website for information. After a short discussion it was agreed a piece would be put on the Facebook page to see if volunteers will come forward to run the scheme. **Action Chair**

3.9 Risk Assessments The clerk found some model risk assessments which he has personalised for Sedgford. One is completed for the cemetery, one for the Washpit and one for finance. New log books need to be established from January 2018. **Action Clerk**

3.10 Hastoe Questionnaires. The clerk had circulated two model versions supplied by Hastoe. It was agreed the shorter version was the best one for Sedgford. The chair will inform Hastoe and ask them to produce. **Action Chair**

4 Standing Agenda Items

4.1 Police Matters. Nothing to report.

4.2 Meetings Attended. Mr Clark attended a meeting re the proposed railway between Hunstanton and Kings Lynn.

4.3 Village Hall Matters. Mr Frost reported that the committee are looking for a new architect to do the plans for the kitchen extension. Hall bookings are down for next year.

5 Planning matters. None

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Outcome of planning. 17/01238/RH Land next to Chimneys approved 16th November
17/01685/F Whin Close approved 15th November

6. Questions for the County Councillor. Not present

7. Questions to the Borough Councillors. The councillor reported 4 items. He informed the council that the Borough is negotiating a new waste contract with North Norfolk. There is a presentation on the 21st February 2018 on coastal erosion and its prevention in Hunstanton. The Borough Council had just had its first prosecution for Fly Tipping which is a positive outcome. The Borough Council is addressing the issue of people who are causing a disturbance in the bus station area. There were no questions from Parish Councillors this meeting.

8 Finance

8.1 Bills.

Name	Business	Net	VAT	Gross	Non Recoverable VAT
Eon (DD)	Electricity Dec	£ 19.79	£ 0.99	£ 20.78	None
K and M	St Lighting Dec	£ 13.29	£ 2.66	£ 15.95	None
CGM	Grass Cutting	£265.15	£53.00	£ 318.18	None
Norfolk Association	Training	£ 94.75	£14.00	£ 108.75	None

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

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

9. Correspondence.

9.1 CGM refund of overpayment

9.2 Heacham and District Car Scheme appeal letter

9.3 Borough Council Precept Letters for 2018/19

9.4 NCC Budget Consultation, the clerk has forwarded the email so councillors can respond themselves.

9.5 Rangers visit W/B 8th January 2018, jobs identified.

9.6 NALC subs information.

9.7 Speed Watch costs for 2018

9.8 War memorial Cleaning, clerk to follow this up as it seems to be the same group that Mr Clark has been in contact with.

9.9 Arqiva Mast Contribution. Not in parish accounts this month

9.10 Transparency Grant application approval

9.11 Appointment of external auditors

9.12 Local Government Boundary Changes, no response to be made to the consultation

9.13 Police Newsletter

10 Council Decision.

10.1 Neighbourhood Plan Update. The chair said that the consultant has been spending a great deal of time working on the next draft of the plan. The group have been taking photographs to go in the plan of areas in the village that need to be preserved. The next part of the process will be to go to statutory consultation which involves the Borough Council and other regulatory bodies. The consultant has also been working on evaluating possible site allocations based on the Borough call for sites plans. He will be evaluating each site to see what needs to be in the plan. The group are still working on the issue of affordable housing.

10.2 Neighbourhood Watch. See 3.8

10.3 Projector. Mr Clark has confirmed the projector he had researched would not be compatible with the laptop. After a short discussion it was agreed that an allowance of

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£200/250 be put in the budget and the clerk would continue to carry out some research on a suitable piece of equipment. **Action Clerk**

10.4 Risk Assessment Parish Land. The clerk had prepared some draft documents that the councillors went through. Changes were agreed and the clerk will amend and re issue for adoption at the next meeting. **Action Clerk**

10.5 Speed Signs and Highway Projects. Speed Watch research showed that speeding at the school end Ringstead Road was not an issue. It was agreed that the Parish Council could not justify the cost of a flashing 20 mph sign. The clerk read an email from Highways that suggested a project could be to put some matting into the grass near the church to preserve the grass and make it easier to maintain. The clerk will ask for a site meeting in the new year to get some costs for the project. **Action Clerk**

10.6 Mast Grant. It was agreed that if the mast money was paid into the Parish Council accounts the clerk could transfer to the village hall committee.

10.7 Village Website and Newsletter. It was agreed that the village newsletter should be continued in some form in the new year. The clerk agreed to collate for up to three months until a volunteer could be found. Mr Curry said he had a conversation with a lady who was prepared to work with Mr Snelling. He agreed to make contact again and try and ensure they speak.

11 A.O.B. and items for the next Agenda. No Matters

The meeting closed at 9.15pm

Date of next meeting 17th January 2018