

Kimberley and Carleton Forehoe Parish Council

MINUTES OF A PARISH COUNCIL MEETING HELD AT ST PETER'S CHURCH, KIMBERLEY ON FRIDAY 20TH NOVEMBER 2015 AT 7PM

The following members were present:- Colin House, Joy Smiley, Jane Fraser, Diana Hambro and Val Evans. The Clerk and County Councillor Margaret Dewsbury were also present.

Public Comments:

County Councillor Dewsbury reported that Norfolk County Council was experiencing the need to make budget cuts of 25%, and encouraged councillors to respond to the budget consultation. The Parish Partnership Scheme was open for applications.

Joy Smiley noted that Kimberley's broadband was expected to be upgraded by March 2016, however Carleton Forehoe would not be benefitting from this. It was confirmed that South Norfolk Council had committed to providing the broadband infrastructure in those places not reached by Norfolk County Council. The Clerk was asked to enquire when the upgrade would reach Carleton Forehoe, and also whether the fibre optic cable would extend to properties, or only to the exchange.

Action

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATION OF INTERESTS AND DISPENSATIONS

There were no declarations of interests.

3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28th August 2015 were **agreed** as a correct record and signed, proposed by Joy Smiley, seconded by Dinah Hambro, all in favour.

4. CORRESPONDENCE

The Council received the correspondence which was **noted**.

5. FINANCE

5.1 The 2015/16 financial transactions to date were **noted**.

5.2 The cheque payments were **approved** as presented, proposed by Joy Smiley, seconded by Jane Fraser, all in favour:

a)	HMRC	Clerk PAYE	£50.00
b)	Kimberley PCC	Grass Cutting Grant Top-Up	£25.00
c)	Carleton Forehoe PCC	Grass Cutting Grant Top-Up	£25.00
TOTAL			£100.00

5.3 Budget and Precept Setting

The Clerk presented the draft budget, noting that the tax base and shortfall grant information was not yet available. The draft budget was **agreed**, and it was **agreed** that a 0% increase would be applied for 2016/17. It was **agreed** that the Clerk would be delegated to adjust the contingency budget figure to accommodate a 0% increase once the tax base and shortfall grant information was received. Proposed by Colin House, seconded by Joy Smiley, all in favour.

Clerk

6. **PLANNING**

6.1 Applications for consideration None.

6.2 Planning decisions

2015/0328 The Stables, Kimberley: Proposed extension to dwelling. **APPROVED**

2015/1404 Oak Lodge, Kimberley: Retention of detached cart-lodge sunk into ground. **APPROVED**

7. **ONGOING MATTERS**

a) Clerk's Contractual Arrangements

It was confirmed that HMRC did not consider that Clerk's could be self employed therefore this would not be pursued.

8. **NEW MATTERS**

a) Practitioners Conference

The Clerk requested a pro-rata contribution towards her attendance at the Practitioners Conference in February 2016, which was expected to be less than £15.00. It was **agreed** to make this contribution, proposed by Jane Fraser, seconded by Dinah Hambro, all in favour.

b) Meeting Dates 2016

It was **agreed** that the Council would meet on Friday 19th February 2016 at Kimberley Church, Friday 13th May 2016 at Carleton Forehoe Church (including Annual Parish Meeting), Friday 9th September 2016 at Kimberley Church and Friday 28th November 2016 at Kimberley Church, all at 7pm.

c) Community Emergency Planning

The Clerk outlined the benefit of community emergency planning, which was led by South Norfolk Council with nominated community co-ordinators. It was **agreed** to complete and Community Emergency Plan, with Colin House nominated as an emergency co-ordinator. The Clerk was asked to place and advert in the Group News for a second emergency co-ordinator.

Clerk

9. **DATE AND TIME OF NEXT MEETING**

Friday 19th February 2016 at Kimberley Church, 7pm.

Jane Fraser reported that the Highways ditch at the junction of Barnham Broom Road and Low Road in Carleton Forehoe needed digging out into the field opposite No. 2. The Clerk was asked to report this.

Clerk

The meeting closed at 7.35pm.

Signed

Dated