

Minutes of a meeting of **PUDDING NORTON & TESTERTON PARISH COUNCIL** which was held on **Friday 18th February 2011** at 'The Small Meeting Room, The Gallows, Fakenham Racecourse' commencing at 7.30pm.

Councillors Present- Sheila Robson (Chairman), Christopher Hartop (Vice-Chairman), & Robin Massingham.

Clerk:- Tracey Bayfield.

Public:- 2.

1. **APOLOGIES FOR ABSENCE** – Were received from John Tuck & Mark Balderstone.
2. **MINUTES** – FULL COUNCIL – It was *proposed & agreed* that “the minutes dated Saturday 19th November 2010 are signed as a true record.”
3. **CHAIRMAN'S ANNOUNCEMENTS** –

Parish Clerk - Our Clerk, Dave Siseman is to retire from this position at the end of the month, and the position of Clerk & RFO to Pudding Norton Parish Council has been offered to and accepted by Tracey Bayfield, who is also the Clerk to Blakeney Parish Council & High Kelling Parish Council, and who I am pleased to welcome to our meeting. (Contract of employment signed.)

Adjournment for the Open Public Session was not required.

4. **FINANCE** – It was *proposed & agreed* that “the accounts for the month totalling £872.97 are paid, which are as follows;

01/11/10 – £29.01 – MHB Services Ltd – lighting maintenance
24/11/10 – £10.00 – Fakenham Sports Centre Association – Room Hire
30/11/10 – £25.00 – Norfolk Accident Rescue Service – Donation
01/12/10 – £29.01 – MHB Services Ltd – lighting maintenance
02/12/10 – £25.00 – CAB North Norfolk – Donation
21/12/10 – £30.00 – Wensum.net – Annual website hosting fee
29/12/10 – £206.95 – Zurich Insurance – Annual Insurance
01/01/11 – £29.01 – MHB Services Ltd – lighting maintenance
12/01/11 – £68.99 – E-On Energy – Energy costs
28/01/11 – £20.00 – Donation to British Legion Poppy Fund

The Clerk also provided the members with an up to date report on balances held and receipts received;

Account Name	Date	Balance
Current Account	04/02/11	£1749.01
Deposit Account	09/12/10	£499.08

- 06/12/10 – £0.06 – Barclays bank – Interest
- 21/12/10 – £22.21 – NNDC – Credit on cancelled Dog bin contract
- Clerk’s salary July 10 to February 11, 8 Months @ £50/m = £400 was also ***proposed & agreed.***

5. MATTERS ARISING –

5.1. Bus Services – It was ***agreed*** that “we confirm which operators will service our parish and the schedule of times, once the cuts have been implemented.”

5.2. Bullock Hills – The Clerk reported that there had been no movement on this matter since the last meeting. The Chairman reported that she had made contact with Stuart Cuttler the Chairman of Hempton Parish Council, who confirmed that they would have no objection to a sign being erected on this land. It was therefore ***proposed & agreed*** to “accept the offer from Cllr Robin Massingham to make and erect a sign at no cost to the Parish Council, although the wording is to be confirmed.”

5.3. Grit Bin – The Clerk confirmed that an account had been opened with ‘Reece Safety Products Ltd’, and it was ***proposed & agreed*** that “the bin(s) should be delivered to Pudding Norton Farmyard.”

5.4. Homewatch Scheme – Cllr Robin Massingham reported that “no progress had been made with PCSO Kirby Nave on this matter, and that we perhaps ought to contact Noeleen Woodhouse for further assistance, if we still wish to try and take this forward.” This was ***agreed.***

5.5. Dog Bins – Our contract with NNDC for the dog bin, has now been cancelled.

5.6. Speedwatch – The Chairman forms part of this group and reported that there have been no problems when the checks have been undertaken.

5.7. NCC ‘ Nfk Matters’ Email – The County Councils newsletter will no longer be produced as a hard copy. It will however, continue to be available via their website or as an email.

6. MATTERS FOR CONSIDERATION -

6.1. District Councillor – NNDC have written to advise that Dawn Wakefield has resigned her position due to ill health. In the run up to the local elections her duties will be undertaken by Walsingham Councillor, Hugh Lanham, although her vacancy may be filled by co-option in the meantime.

6.2. NCC - Nfk Teleshopping Service – Information received and noted.

6.3. E P Youth – Big Red Bus Project – It was *proposed & agreed* “that we find out if it would be prepared to work to two pick up points in the parish if need be, due to the demographic nature of the parish, and we would then consider a donation if this proved to be a success in the parish.”

6.4. NCC – Forestry Consultation – This consultation has now been withdrawn and there will be no further action taken.

6.5. Dereham Road – Garage Development – NNDC have confirmed to R.E.R. Properties Ltd that the proposed site is located within the Countryside Policy Area (Policy SS2) as per the Core Strategy, which means that residential development is not permitted, and any such submitted application would be refused.

6.6. Air Scouts HQ (Pudding Norton) – The Chairman reported that the site by the Dereham Road Racecourse entrance, which was previously occupied by ‘Wards’, as a storage site, is now being cleared by the Scouts. The gentleman in charge of this project is Guy Harris who lives in Green Lane, and the site is owned by Senowe Park.

6.7. May Elections – Members are reminded that elections for the new term of office are to be held on 5th May 2011. Nomination packs can be obtained from NNDC direct. The number of Councillors required for Pudding Norton & Testerton Parish Council remains at 5.

6.8. New Parish Clerk Arrangements – It was *proposed & agreed* that “we purchase software to convert all records to PDF format, and that we thank Dave for continuing to manage the parish council website, until he decides that he no longer wishes to do so. Also we utilise the VOIP (Voice over Internet Protocol) technology by using Tracey’s computer and a Parish Council attached handset, at a cost of approximately £20. The Clerk will have to put credit onto the line to make phone calls out for which she will be reimbursed, but there are no monthly line charges.” (For information the software is FOC from Sipgate.)

7. CORRESPONDENCE – (Not covered elsewhere.)

REF	DATE	Sender	Description
1.	24/11/2010	NCC	Maintaining the street scene
2.	25/11/2010	Norfolk Wildlife Services	Intro letter
3.	11/12/2010	NNDC	North Norfolk LDF policy decisions
4.	17/12/2010	NCC	Gritting routes
5.	6/01/2011	British Legion	Great Poppy Party Weekend
6.	27/01/2011	NNDC	Green projects – free event
7.	31/01/2011	NNDC	Census 2011
8.	5/02/2011	Breckland DC	Breckland LDF CD

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Other than item no. 6 above, which the Chairman may attend, the other items were all noted. Email correspondence had been circulated as received.

8. POLICE REPORT – Between 19th November 2010 & 14th February 2011 the following crimes were recorded; i) Causing intentional harassment, alarm, distress (detected), ii) Possession Class B Drug, Cannabis (detected following a routine vehicle stop), iii) Possession of Offensive weapon (detected following a routine vehicle stop) iv) Assault, Actual Bodily Harm (Detected) & v) Theft of Trailer (Undetected).

9. CLERK'S RESIGNATION - The Chairman and meeting thanked the outgoing Clerk, Mr Dave Siseman, for his support and hard work over the years, and also extended the same to his wife Jasmine.

10. DATE OF NEXT MEETING – It was *proposed & agreed* “to hold the next meeting of the new council on Friday 20th May 2011 at 7.30pm.”

Meeting closed at 9.19pm.

Chairman _____