**Minutes of a Meeting of the Quidenham Parish Council on the 11th of September 2017 at the Garnier Hall, Eccles**

The meeting opened at 7.35 p.m.

Those present: Peter Lotarius, Chairman (PL); Jeni Lentin (JL); Rob Breakwell (RB); David Hunt (DH); Kate Lloyd, Clerk (KL).

1. **Apologies for Absence**: David Wright and Simon Lee.

**2.. Declaration of Interests**. There were no amendments to Councillors’ Declarations of Interests.

**3.**  **Minutes of the previous meeting of the 12th of July 2017**. These were accepted and signed as a true record.

**4.1)** **Matters arising from the Minutes – resolved**

* The locations of the SAM2s have now been agreed. Funding has been received and DW has placed the order.
* Eccles Notice Board. This has now been delivered and will soon be in place.
* Septic Tanks. KL and SL made a risk assessment of those parts that are on Quidenham Green and found no problems apart from the concrete surround on one of them. PL to speak to the owners. **Action PL**

**4.2 Ongoing.**

* Website. This is now under construction and may be accessed at quidenhamparish council.norfolkparishes.gov.uk
* Parish Map. KL distributed small copies of this to Councillors. The Council resolved that a large copy should be mounted and put in place at the Garnier Hall and another at Quidenham Reading Room. **Action KL**
* Tree overhanging the road on the Garnier Hall fence. This problem has been assessed and a tree surgeon has advised that the branch be attended to in the autumn. The Council resolved to underwrite the cost of the work.
* Quidenham Green Wall. KL is seeking quotations for its repair.  **Action KL**
* ‘Gates’ at the entrances to villages. KL to ask at a forthcoming SNAP meeting how other Councils have begun the process. **Action KL**
* Refurbishment of the telephone boxes at Wilby and Eccles. This has still to be done.

**5. Finances.**

* 5.1. The status of the current account at Messrs. Barclay’s at the 25th of August 2017 was £16,280.91p. This includes a VAT refund of £965.30 and £3,150.00 which is the N.C.C.’s contribution to the purchase of the SAM2s.
* 5.2. Cheques issued since the last meeting. Office admin. £267.45; HMRC £66.80; Payroll Services £12.00; KL re-imbursement of payment to HMRC £38.00; Office administration £180.55; HMRC £45.20; Payroll Services £12.00; KL reimbursement of payment for new

laptop, Microsoft Office and McAfee x 2 years £613.97 (from Transparency Funding); Award Spray Services £180.00;

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* 5.3. Cheques to be signed. HMRC £34.40; Office Admin. £137.60; Payroll Services £12.00; L.C.P.A.S. Audit Fee and part Data Protection course for KL. £115.00; Norse Eastern Ltd £577.21.
* 5.4. KL’s Website and other Transparency Funding hours will be shown separately in the accounts.

**6. Planning Matters.**

* TRE/2017/0185/TPO. No objections were raised.
* Outline Planning for 4000 houses in Attleborough. The impact on our villages if new access is to be made across Hargham Road was discussed at length. It was resolved that all Councillors should send their comments to PL who will then compose a letter to the Planning Department. He will send this to all Councillors who in their turn will send their personal comments to the Planning Department incorporating the points covered in PL’s letter. **Action All Councillors**

**7. Correspondence.**

* A letter from the Rt.Hon. Elizabeth Truss offering to meet with Parish Councils. RB suggested we invite her to a Parish Council Meeting. Resolved to do so. Action KL
* AON Insurance are no longer going to offer insurance to Parish Councils after this year. They suggested another insurance company. Other quotes to be sought nearer the time of update.
* Flytipping. Mark Mchaffey, now heading the team dealing with flytipping problems at Breckland District Council has contacted KL. He asks that no flytipping be dealt with by members of the public but that they be reported to him with full details as to location and type. Breckland District Council’s telephone no. for all departments is 01362 656870.

**8. Clerk’s Report.** KL reported back to the Council what she had learned from a Data Protection course she recently attended. She sought the Council’s agreement to subscribing, for at least one year at a cost of £100, to the Local Councils’ Public Advisory Service. They conducted the 2016-2017’s Internal Audit and have been helpful in putting on courses and providing the Clerk with advice. The Councillors agreed to do so.

**9. Meeting open to the public.** One member of the public was in attendance but had no comment to make.

**10. N.C.C. 50/50 Partnership.** Further monies are available. DW to be asked to enter a further bid for another SAM2. The closing date is 11th December this year**. Action DW**

**11. Any Other Business.**

* DH reported some Highway problems. KL has already reported these. Potholes outside New Lodge and the Monastery gate in Quidenham, the Give Way notice on the junction of Station Road and Hargham Road and the Weight Restriction notice on the junction of the road coming from the small hump-backed bridge to the Harling Road near Eccles Wood. The damaged finger post on Hargham Road at its junction with the road to Wilby.
* DW asked that KL report once again the problem with the level crossing warning notice on Station Road near St. Andrew’s Drive.
* JL is to attend the Biomass official opening on the 14th of this month.

The meeting closed at 9.45 p.m.

The date of the next meeting is the 9th of October in the Garnier Hall Eccles.

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