

MINUTE NUMBER	<b>Minutes of the Meeting of Nocton Parish Council held in the Village Hall, Main Street, Nocton on Tuesday, 13 June 2017 at 7.00 pm</b>	ACTION
	<p>PRESENT: Cllr Elisabeth Murray (Acting Chair / Vice-Chair), Cllr MaryAnn Williams, Cllr Michael Kaye, Cllr Neil Faulkner. Also present: Ruth Keillar (Clerk)</p> <p>Four members of the Public</p>	
30	<p><u>TO RECEIVE APOLOGIES AND REASON FOR ABSENCE</u> Apologies were received from Cllr Ian Goldsworthy, Cllr Graham Jones, Cllr Jane Kania.</p>	
31	<p><u>TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA</u> Cllr Faulkner declared an interest in agenda item 10 b).</p>	
32	<p><u>MINUTES</u></p> <p>a) Parish Council Meeting 9 May 2017 It was proposed by Cllr Williams, seconded by Cllr Kaye and it was resolved by majority vote that the Minutes of the meeting of the Parish Council held on 9 May 2017 were taken as read and signed as correct</p> <p>b) Annual General Meeting 25 May 2017 It was proposed by Cllr Murray, seconded by Cllr Williams and it was resolved that the Minutes of the Annual General meeting of the Parish Council held on 25 May 2017 were taken as read and signed as correct</p> <p>c) Extra-Ordinary Meeting of the Parish Council 25 May 2017 It was proposed by Cllr Kaye, seconded by Cllr Williams and it was resolved that the Minutes of the Extra-Ordinary meeting of the Parish Council held on 25 May 2017 were taken as read and signed as correct</p>	
33	<p><u>REPORTS OF REPRESENTATIVES</u></p> <p>a) <b>Local Police</b> No representatives were in attendance. The Clerk reported that the Police report had been received – no reported crimes for May</p> <p>b) <b>Village Hall Management Committee</b> Cllr Williams gave a verbal update, including the event planned for 7 July to celebrate the old Village Hall prior to the commencement of the re-build. A meeting of the Village Hall Management Committee is planned for 26 June, which will be chaired by Cllr Kaye, in Cllr Williams’s absence.</p> <p>c) <b>District Councillors</b> – not present</p> <p>d) <b>County Councillor</b> – not present</p>	
34	<p><u>PARISH CLERK</u></p> <p>The Parish Council noted the Clerk’s report, which had been circulated previously. <i>Report 201606-1</i></p>	
35	<p><u>NOCTON AND POTTERHANWORTH NEIGHBOURHOOD PLAN</u></p> <p>The Parish Council noted the outcome of the Referendum held on 8 June as 805 For and 103 Against; the plan was therefore Made. The Neighbourhood plan will be taken into account by NKDC for all future planning applications with immediate effect.</p>	

	<p>Cllr Williams gave a vote of thanks to Cllrs Goldsworthy and Murray. Cllr Murray advised that the Neighbourhood Plan Steering Group is therefore disbanded.</p>	
36	<p><u>EXTERNAL AUDIT OF THE PARISH COUNCIL'S ACCOUNTS 2016/17</u></p> <p>a) The Parish Council noted that the Vice-Chair is Acting Chair for the External Audit return – to be recorded in a covering letter to Grant Thornton (the Parish Council's Auditors)</p> <p>b) The Parish Council noted the Internal Auditor's Report</p> <p>c) The Parish Council approved the Annual Governance Statement. The Acting Chair and Clerk signed and noted as minute 36 c)</p> <p>d) The Parish Council approved the Accounting Statement. The Acting Chair and Clerk signed and noted as minute 36 d)</p> <p>e) The Parish Council agreed that the Date of Commencement of Period for the Exercise of Public Rights be set by the Clerk at time of submitting the Audit, in line with the legislation.</p>	clerk
37	<p><u>NOCTON VILLAGE HALL REDEVELOPMENT – CURRENT POSITION</u></p> <p>a) Cllr Williams gave a verbal report regarding the informal meeting of the Village Hall Management Committee that had been held on 31 05 2017.</p>	
38	<p><u>VILLAGE HALL MANAGEMENT COMMITTEE – APPLICATION FOR CHARITABLE STATUS</u></p> <p>The Parish Council considered the report which had been circulated previously. It was proposed by Cllr Kaye, seconded by Cllr Williams and it was resolved that the Parish Council apply for Charitable Status for the new Village Hall Management Committee.</p> <p>It was proposed by Cllr Murray, seconded by Cllr Faulkner and it was resolved that Cllrs Williams and Kaye be appointed as Parish Council representatives on the new Village Hall Management Committee.</p>	
39	<p><u>PLANNING APPLICATIONS AND ISSUES</u></p> <p>The Parish Council considered the following applications:</p> <p>a) <a href="#">17/0581/FUL</a> – Nocton Village Hall. Comments by 24 June</p> <p>b) <a href="#">16/1413/FUL</a> – 27 Steamer Point Road – Appeal Reference APP/R2550/W/17/3172535. Comments by 22 June. It was agreed that a comment in support of the Parish Council's previous objections be sent to the Planning Inspectorate regarding the appeal.</p> <p>To note the following decision received:</p> <p>a) <a href="#">17/0431/VARCON</a> – 16 Wellhead Lane – Granted</p> <p>b) <a href="#">17/0347/FUL</a> – Keepers cottage, Wasps Nest – Granted</p> <p>c) <a href="#">17/0657/TGA</a> – fell Norway spruce Picea abies - Granted</p> <p>d) <a href="#">17/0437/CCC</a> – Dunston Quarry extension – Refused (FIO)</p> <p>e) 17/0563/DISCON – 16 Wellhead Lane - Granted</p>	

40	<p><u>PARISH COUNCIL EMAIL ADDRESS</u>                  It was agreed that a new Parish Council email address be set up. All current contacts will be informed. The old email address will be monitored for any relevant content.</p>	clerk
41	<p><u>TRANSPARENCY FUND</u>                  This Fund is for the purchase of items to enable Smaller Parish Councils (i.e. with turnover less than £25,000) to comply with the Transparency Code. Funding may be used for: Laptop, scanner, software, staff costs, training.                  It was proposed by Cllr Murray, seconded by Cllr Williams and it was resolved that an application be made.</p>	clerk
42	<p><u>PROGRESS REPORTS OF PARISH COUNCILLORS</u>                  a) Cllr Faulkner reported: the tennis courts at Nocton Park are now open for public use.</p>	
43	<p><u>NOCTON PARISH COUNCIL – DATES OF FUTURE MEETINGS</u>                  a) To note that the next meeting of the Parish Council will be held on 11 July, 2017, 7pm.</p>	
<p>There being no further business the Chairman closed the meeting at 8.20 pm</p>		

Chair Ian Goldsworthy

Date 11 July 2017

Clerk's Report – 13 June 2017.

*Report 201706-1*

- 1) Highways Issues – a list of issues has been logged at LCCHighways and posted on the website. Confirmation has been received that Highways have assessed the issues and it will be monitored as part of the routine inspection schedule.
- 2) Telephone Kiosk at Wasps Nest - Ben Wills, Beeswax Dyson Farming, has confirmed that Beeswax will carry out a refurbishment of the kiosk, to be retained at the current location. There have been no discussions to date regarding any request to commence this work or what the kiosk will be used for; Beeswax await confirmation from the Parish Council/Wasps Nest residents.
- 3) Transparency Fund - applications are open for 2017-18. This is for the purchase of items to enable Smaller Parish Councils (i.e. with turnover less than £25,000) to comply with the Transparency Code. Funding may be used for: Laptop, scanner, software, staff costs, training.
- 4) Public Works Loan Board (PWLb) – An email confirming the Parish Councils Resolution to apply for a PWLB has been submitted to LALC, to seek permission for the Parish Council to apply for a PWLB loan. The relevant forms will be completed and all required supporting documentation will then be returned to LALC. Once approved the application to the Department for Communities and Local Government (DCLG) can be made.
- 5) Flyers for the Neighbourhood Plan referendum have been received and an invoice for half the costs has been issued to Potterhanworth Parish Council.
- 6) Bank Mandate – chased on Tuesday 6 June
- 7) Village Hall Premises Licence – invoice issued
- 8) Notification of Merchant Navy Day, 3 September. To be circulated to all Cllrs for consideration.

#### Other Correspondence

##### Incoming:

1. 18 05 2017 – email from Mr Nick Jones – Nocton Arts Trail (circulated)
2. 25 05 2017 – notification received from a Parishioner re the new village fencing
3. 26 05 2017 – notification of Road closure - B1202 (From B1188 to a point 200 metres East – 29/05 – 12/06 (posted to website)
4. 01 06 2017 – email from Samantha Smith re Village Hall Rebuild Project
5. 02 06 2017 – email from Mr Ben Wills re Telephone kiosk
6. 06 06 2017 – email reply from Mr Paul Clarke to previous letter– meeting date confirmed
7. 09 06 2017 – copy Village Hall plans received from Simons
8. 10 06 2017 – email from parishioner regarding Wasps Nest heritage kiosk
9. 13 06 2017 – email from parishioner regarding [17/0657/TGA](#) – fell Norway spruce Picea abies.

##### Outgoing:

1. 26 05 2017 – letter to parishioner in reply re new village fencing
2. 26 05 2017 – emails of thanks to Mr Sean Davies, Ms Heidi Ryder and Sgt Ken Whyte (via PC P Hanson) re attending APM

Village Keeper/Dog warden report for May 2017.

<b>Date</b>	<b>Activity</b>	<b>Start time</b>	<b>Finish time</b>	<b>Total time (Hrs &amp; mins)</b>
1.5.17	Dog Warden	12.00	13.00	1
3.5.17	Dog Warden	18.00	19.00	1
4.5.17	Cut and strimmed the grass on The Green	9.15	13.15	4
5.5.17	Litter Picked	9.00	12.00	3
6.5.17	Dog Warden	7.30	8.30	1
7.5.17	Dog Warden	15.00	16.00	1
9.5.17	Wasps Nest and Dog warden	9.00	10.30	1.1/2
11.5.17	Strimmed+ Grass by stream and Village Hall	9.30	13.00	3.1/2
12.5.17	Litter Picked	8.45	11.45	3
13.5.17	Dog Warden	8.00	9.00	1
15.5.17	Dog Warden and swept main Road	8.30	11.30	3
17.5.17	Dog Warden	12.30	13.30	1
18.5.17	Cut Grass The Green	9.00	13.00	4
19.5.17	Litter Picked	9.15	12.15	3
22.5.17	Litter Picked + Dog Warden	9.30	12.30	3
24.5.17	Strimmed around white fence and flower beds	9.45	11.45	2
25.5.17	Dog Warden	19.00	20.00	1
26.5.17	Cut Grass The Green + Village Hall	8.30	12.30	4
<b>Total</b>				