

## NORWELL PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Wednesday 26 July 2017 in Norwell Village Hall commencing 6.30 pm.

**Present:** Councillors:

R. Ward (Chair)  
M. Porter  
H. Brown  
A. Ward  
P. Saul  
H. Moreno

**In attendance:**

C. Millward (Clerk)

	<b>DISCUSSION AND DECISIONS</b>	<b>ACTION</b>
<b>NPC/117/17</b>	<b>Apologies for absence:</b> Apologies for absence with reasons were received and accepted from councillor Chittell. Councillors consented to the absence. Apologies were also received from councillors Laughton and Saddington.	
<b>NPC/118/17</b>	<b>Declarations of interest:</b> There were no declarations of interest, direct or indirect, in any item of business on the agenda.	
<b>NPC/119/17</b>	<b>Dispensations</b> – None required.	
<b>NPC/120/17</b>	<b>Minutes of the Parish Council meeting on 28 June 2017:</b> The minutes of the meeting held on 28 June 2017 were agreed as a true record and signed by the chair.	
<b>NPC/121/17</b>	<b>Matters arising:</b> There were no matters arising.	
<b>NPC/122/17</b>	<p><b>Chair's report:</b> The chair read his statement regarding the circumstances surrounding planning application 17/00765/FUL and the absence of communication with the council by objectors. He emphasised the importance of active engagement with and by the council if similar events are to be avoided in future and asked councillors to speak to residents and reflect on whether there was a necessity for change on the council's part. He offered to step down as chair as part of that change if councillors thought it necessary and reminded councillors of the emphasis on openness in their Code of Conduct.</p> <p>Councillors discussed the chair's statement and the events surrounding the planning decision. The chair was not asked to step down. They <b>agreed</b> to make enquiries of villagers over the summer and review the need for change at the meeting on 27 September 2017. They also <b>agreed</b> that, in the meantime, they should publish an open letter to parishioners from the council setting out what the councillors do, how they do it and their desire to improve engagement with residents to ensure that reach decisions with the benefit of all relevant information. The clerk will prepare an initial draft.</p> <p>Otherwise, the chair had nothing to report.</p>	<b>Clerk</b>
<b>NPC/123/17</b>	<b>Reports from the District and County Councillors:</b> None present.	
<b>NPC/124/17</b>	<b>Organisational matters:</b> <b>a. Review code of conduct</b> – The clerk reported that, following the	

	<p>CiLCA training she had attended, she had reviewed the council’s code of conduct and had circulated a draft based on a format endorsed at the training. She explained that the suggested draft was more concise, more clearly laid out and in more accessible language than the existing code but had the same effect. Councillors discussed the updated version and <b>decided</b> to adopt the new code as circulated (5 in favour:1 abstention).</p> <p>The clerk will bring to the September meeting individual copies of the new code of conduct for each councillor.</p> <p><b>b. Agenda – Review provision for public speaking</b> – The clerk explained that this item had again been added to the agenda as a consequence of the CiLCA training. Whilst residents have no right to speak, the training had emphasised the value of a public speaking item on parish council agenda. Whilst the agenda includes “Parishioners’ business” as standard and councillors in practice allow attendees to speak, the training took the view that an explicit item better supported active engagement. Councillors unanimously <b>decided</b> to include 10 minutes public speaking at the beginning of the meeting in place of the current “Parishioners’ business”.</p>	<p><b>Clerk</b></p> <p><b>Agenda</b></p>
<p><b>NPC/125/17</b></p>	<p><b>Finance:</b></p> <p><b>a. Financial position as at 30 June 2017</b> - The clerk presented her report showing the precise financial position at 30 June 2017 and incorporating a budget, which councillors considered and noted.</p> <p>Councillors thanked councillor Laughton for the donation of £300 towards the cost of a bench. After discussion, they <b>agreed</b> that a new bench could be purchased for Norwell Sports Association and Norwell Sports Association’s existing bench re-sited elsewhere in the parish. Councillor Saul will seek Norwell Sports Association’s views. Councillors <b>decided</b> that, if Norwell Sports Association accepted the proposal, councillors Brown and A Ward were <b>authorised</b> to purchase a new bench with the grant.</p> <p>Councillors reviewed the defibrillator reserve, considering how this might most effectively be spent to promote and support use of the defibrillators in an emergency. They asked the clerk to explore with the school the possibility of a defibrillator training event aimed at young people in year 6. In this way, young people would be equipped with potentially life-saving knowledge which they will carry with them into adulthood and beyond. They <b>agreed</b> that any such event would be organised by the parish council, free of charge and held at the village hall outside school hours.</p> <p><b>b. Accounts for payment</b> – Having considered the budget, the council unanimously <b>approved</b> five payments totalling £908.28.</p> <p><b>c. Pension obligations and scheme:</b> As this item related to staffing, councillors confirmed that it was confidential and the relevant minutes should not be made public.</p>	<p><b>PS</b></p> <p><b>HB/AW</b></p> <p><b>Clerk</b></p>
<p><b>NPC/126/17</b></p>	<p><b>Planning:</b></p> <p><b>a. Applications:</b> None</p> <p><b>b. Decisions: 17/00765/FUL   Erection of lifetime dwelling, associated amenity area and parking.   Land At The Old Farmhouse School Lane Norwell NG23 6JP</b> – Refusal noted</p> <p><b>c. Compliance</b> – Nothing raised.</p> <p><b>d. Resident’s correspondence:</b> Councillors considered the concerns raised by a resident in relation to a planning matter but were satisfied that their original decision was justified. The resident had been invited to attend to discuss these concerns direct but had not replied or attended. They <b>agreed</b> that, in the resident’s absence, they were regretfully unable to take the matter further.</p>	

NPC/127/17	<p><b>Norwell United Charities and Norwell Education Foundation – Collaboration arrangements:</b> The chair outlined the potential to streamline the charities by having the same trustees for both, an amalgamation having proved impracticable. The suggestion that the number of Norwell United Charities trustees be reduced was also noted.</p>	
NPC/128/17	<p><b>Norwell Sports Association update:</b> The potential for the use of the site as a driving range was discussed. Councillor Saul will raise the matter with the Norwell Sports Association committee.</p>	PS
NPC/129/17	<p><b>Affordable housing:</b> No developments. No longer required as an agenda item.</p>	
NPC/130/17	<p><b>Green spaces including:</b></p> <p><b>a. Play Park including-</b></p> <p><b>i. Report on playground:</b> Councillor A Ward reported that there were no issues since his last report and passed his written report to the clerk.</p> <p><b>ii. New play equipment project:</b> Councillors discussed the three quotes at length noting that the quote from one contractor was not as requested. Having considered the quotes from the three contractors and even though they were not identical, councillors <b>decided</b> that Proludic was the preferred quote, being a local firm, who had proven efficient so far and less expensive than the other quotes even though it also included a see saw. The clerk will, however, obtain amended quotes from the two other contractors to include a see saw. Councillors formally <b>authorised</b> the clerk and councillor A Ward to submit a funding application to WREN in this funding cycle, take all necessary decisions and action in relation to such an application and to sign the application, either individually or together as required by WREN. .</p> <p><b>b. Parish Gardens including:</b></p> <p><b>i. Clearance works:</b> Councillor Brown reported that the works had been done and the hedge trimmed. The dyke remains to be done.</p> <p><b>ii. Pinfold – Electricity supply and funding sources and applications –</b> The chair will continue to explore the options available for funding.</p>	<p>Clerk</p> <p>Clerk/AW</p> <p>Chair</p>
NPC/131/17	<p><b>Village amenities including:</b></p> <p><b>a. Parish Council website:</b> The clerk will populate the new website.</p> <p><b>b. Norwell WW1 commemoration records – Display facilities:</b> The chair clarified that a lectern rather cabinet had been constructed. It is currently being inscribed.</p> <p><b>c. Health and safety inspection report:</b> Councillor Brown had identified no issues on his inspection (which included the defibrillator cabinets) and passed his written report to the clerk.</p>	
NPC/132/17	<p><b>Transport including:</b></p> <p><b>a. Highways:</b> The chair reported on the outcome of NCC’s visit to inspect the roads and pavements.</p> <p><b>b. Cromwell level crossing closures – 13 August 2017 and 19 August 2017:</b> Noted.</p>	
NPC/133/17	<p><b>PAGE including Minerals Local Plan Consultation:</b> No developments.</p>	
NPC/134/17	<p><b>Service faults:</b> No issues.</p>	
NPC/135/17	<p><b>Correspondence:</b> All items of correspondence noted.</p>	
NPC/136/17	<p><b>Parishioners’ Business:</b> Councillor Moreno will report an incident of anti-social behaviour and an incident of suspicious behaviour to the Safer Neighbourhood Group meeting on 27 July 2017.</p>	

<b>NPC/137/17</b>	<b>Next meeting:</b> <b>a. Date:</b> Wednesday 27 September 2017 at 6.30 pm <b>b. Agenda items:</b> As set out above.	
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The meeting closed at 8.35 pm