

NORWELL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 22 November 2017 in Norwell Village Hall commencing 6.30 pm.

Present: Councillors:

R.Ward (Chair)
P.Saul
H.Moreno
C. Chittell
H.Brown

In attendance:

C. Millward (Clerk)
S. Saddington (until 6.50 pm)
B. Laughton (until 6.40 pm)
Members of the public (x7)

	DISCUSSION AND DECISIONS	ACTION
NPC/187/17	<p>Apologies for absence: Apologies for absence with reasons were received and accepted from councillors Porter and A Ward. Councillors consented to the absences.</p> <p>In order to allow councillors Laughton and Saddington to attend another commitment, councillors agreed to move next to item 7 on the agenda (Reports from district and county councillors).</p>	
NPC/188/17	<p>Declarations of interest: This item was considered after items 7 and 14 b on the agenda (see NPC/194/17 And NPC/200/17 below). There were no declarations of interest, direct or indirect, in any item of business on the agenda.</p>	
NPC/189/17	<p>Dispensations – None required.</p>	
NPC/190/17	<p>10 minutes public speaking time: No public present.</p>	
NPC/191/17	<p>Minutes of the Parish Council meetings on 1 November 2017: The minutes of the meeting held on 1 November 2017 were agreed as a true record and signed by the chair.</p>	
NPC/192/17	<p>Matters arising: There were no matters arising.</p>	
NPC/193/17	<p>Chair's report: Nothing to report.</p>	
NPC/194/17	<p>Reports from the District and County Councillors: This item was considered immediately after item 1 on the agenda (Apologies for absence) (see NPC/187/17 above).</p> <p>Councillor Laughton reported that NCC Highways has £5,000,000 to spend on rural roads. He will seek the inclusion of Norwell and Bathley's roads in the works to be funded by these monies and will initiate a meeting with Mr Keeling and the chair to look at the works required. Councillor Laughton also offered to fund the cost of the digger hire incurred as part of the recent dyke clearance works. Councillor Laughton left the meeting at 6.40 pm.</p> <p>Councillor Saddington confirmed that planning application 17/01888/FUL (Trent Farmhouse Norwell Road Norwell Woodhouse – two storey extension) would be considered at the Planning Committee's next</p>	<p>BL BL/Chair M Keeling</p>

	<p>meeting and that she had requested a site visit. Councillor Moreno will be attending.</p> <p>Councillor Saddington left the meeting at 6.50 pm together with a member of the public.</p> <p>For the benefit of the remaining members of the public, councillors agreed to move next to item 14b on the agenda (Parish gardens).</p>	HM
NPC/195/17	2018 meeting dates: Approved.	
NPC/196/17	<p>Finance:</p> <p>a. Financial position as at 31 October 2017 - The clerk presented her report showing the precise financial position at 31 October 2017 and incorporating a budget, which councillors considered and noted.</p> <p>b. Accounts for payment – Having considered the budget, the council unanimously approved three payments totalling £260.99.</p> <p>c. Appointment of internal auditor: Councillors appointed Mr Knowles for a further year.</p> <p>d. Review system of internal control: Councillors discussed the operation of the system of internal control and agreed that it was adequate for the size and needs of the council and continued to operate effectively, subject to the appointment of an internal auditor which was in hand.</p> <p>e. Consider need for interim internal audit: The clerk advised councillors as to the on-going nature of the internal audit process. Councillors considered their financial affairs for the financial year to date. They decided that, given the straightforward nature of the council’s finances and its internal controls, an interim internal audit would be disproportionate and was not justified.</p>	
NPC/197/17	<p>Planning:</p> <p>a. Applications: None</p> <p>b. Decisions: 17/01371/FUL – Householder application for two storey side extension – Glebe Cottage, Main Street, Norwell, NG23 6JN – Approval noted</p> <p>c. Compliance – None.</p>	
NPC/198/17	Norwell United Charities and Norwell Education Foundation – Update: No developments at present.	
NPC/199/17	Norwell Sports Association- Update: Councillor Saul reported that the Race Night had been very successful and raised £600. He will pursue the new bench and re-siting of NSA’s existing bench suggestion raised at the meeting 27 September 2017 (NPC/150/17).	PS
NPC/200/17	<p>Green spaces including:</p> <p>a. Play Park including-</p> <p>i. Report on playground: Councillor A Ward absent. No report.</p> <p>ii. New play equipment project: The clerk has submitted the WREN application. Councillors will await the outcome.</p> <p>iii. Replacement Christmas lights: The clerk reported that councillor A Ward had confirmed that the purchase of the replacements was in hand.</p> <p>b. Parish Gardens including minutes of Norwell Parish Council Gardens Committee meeting (if any) and including dyke works: This item was considered immediately after item 7 on the agenda (Reports from district and county councillors) (see NPC/??/17 above).</p> <p>Councillors noted the Norwell Parish Council Gardens Committee’s</p>	AW

	<p>(NPCGC)</p> <ol style="list-style-type: none"> i. Thanks for clearing the dyke ii. Expressions of concern at the arrangements for the disposal of the spoil iii. Disappointment in the communication from the parish council regarding the works and associated arrangements. <p>Councillors:</p> <ol style="list-style-type: none"> 1. Acknowledged and understood allotment holders' concerns regarding the quantity and disposal of the spoil. 2. Explained that the limited access to the parish gardens had rendered the removal of the spoil impracticable and risked excessive damage to the surface of the gardens. The ground was also too soft to tolerate the movement required to place the spoil in one location without considerable damage. 3. Agreed that it was unfortunate that the amount of debris removed and the effect of water percolation below the surface of the ground had left the ground around the dyke insufficiently stable reliably to support any heavy equipment. 4. Confirmed that with time and drier conditions, removal in spring would become practicable. 5. Confirmed that both an independent farmer and a representative of the Internal Drainage Board had praised the quality of the clearance works. The Internal Drainage Board representative had also confirmed that disposal of the consequent spoil was always an issue when work of this nature was undertaken. <p>Councillors and the members of the public discussed ways of ameliorating the immediate impact of the spoil pending conditions which would permit its removal. The discussions concluded in the following arrangement:</p> <ol style="list-style-type: none"> a. The allotment holders will use wheel barrows to clear access to the plot which is currently inaccessible and place the spoil under the hedge b. Councillor Brown will approach a local resident regarding the use of a small digger owned by the resident to undertake such removal of the dispersed spoil as is safe and practicable at this stage c. Councillor Brown will let the chair know the outcome of his approach. d. If the digger is made available the chair will let NPCGC know so that NPCGC has the opportunity to express its views regarding these limited removal works. <p>Dyke risk assessment to be agenda item for January 2018 meeting. Review dyke clearance consequences to be agenda item for February 2018 meeting.</p> <p>The remaining six members of the public left the meeting at 7.20 pm.</p> <p>Councillors discussed the health and safety implications of the increased depth and breadth of the dyke initially pending the formal risk assessment at the next meeting. The erection of a fence was noted as a potential means of managing the risk. However, the culverting of the dyke was identified as a potentially more economic and efficient means of minimising the health and safety risk and on-going maintenance of the dyke and water flow. Councillor Brown will obtain a quote.</p> <p>The meeting reverted to item 2 on the agenda (Declarations of</p>	<p>HB</p> <p>HB/Chair</p> <p>Chair</p> <p>Agenda Agenda</p> <p>HB</p>
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	interest).	
NPC/201/17	<p>Village amenities and environment including:</p> <p>a. Parish Council website: To be populated.</p> <p>b. Norwell WW1 commemoration records – Display facilities: Councillors admired the new stand which was on display in the meeting room for the purpose of this meeting. The chair confirmed that the Village Hall Committee is deciding where it should finally be located.</p> <p>c. Health and safety inspection report: Councillor Brown had identified no issues on his inspection (which included the defibrillator cabinets) and passed his written report to the clerk.</p>	
NPC/202/17	<p>Transport including Highways: Discussed under NPC/194/17 (Reports from district and county councillors) above. Councillors noted a report of a cyclist being knocked off their bike. The chair will include a road safety reminder in the magazine.</p>	Chair
NPC/203/17	<p>PAGE: The chair is attending a PAGE meeting on 23 November 2017.</p>	Chair
NPC/204/17	<p>Service faults: No issues.</p>	
NPC/205/17	<p>Correspondence: All items of correspondence noted together with NCC's validation consultation received after circulation of the agenda.</p>	
NPC/206/17	<p>Parishioners' Business: Given the sensitive nature of the matter to be discussed under this item, councillors agreed that it was inappropriate to hold discussion in public and excluded the public from the meeting for this particular matter. Discussions confidential (see separate sheet).</p> <p>The public were re-admitted to the meeting.</p>	
NPC/207/17	<p>Next meeting:</p> <p>a. Date: Wednesday 24 January 2018 at 6.30 pm</p> <p>b. Agenda items: As set out above.</p>	

The meeting closed at 8.15 pm