

Parish Clerk: Stephen Williamson 01493 296036 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	46 Moorhen Way Kingfisher Park Burgh Castle Norfolk NR31 9FJ
PARISH COUNCIL YEAR 2018 - 2019		
MINUTES OF THE MEETING - MONDAY 21st JANUARY 2019		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). J. Church, G.P. Lamb, L. Turner. Broadland District Councillor: G. Nurden. Parish Clerk: Stephen Williamson. No Members of the Public		

The Meeting commenced at

1:	APOLOGIES FOR ABSENCE
Councillors P Bacon & M Blake (both unwell). Apologies unanimously accepted. Apologies also prior received from NCC Councillor Brian Iles and Tree Warden Andrea Rowlands	
2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council	
3:	MINUTES
The Minutes of the meeting held on November 19 th had been prior circulated, no further amendments were deemed necessary. The Minutes were accepted as being a true & accurate record and duly signed.	
4:	MATTERS ARISING
Councillor Lake informed of process whereby Parish Councils could reclaim monies spent on glass collection. Separate arrangements existed for clothing and paper.	
5:	PLANNING
No new applications, and no further news on investigations currently taking place.	
6:	SECOND SAM2
The Clerk confirmed that a 50/50 grant application had been made to part fund a second SAM2 for Freethorpe	
7:	AIRFIELD PLAQUE
Adrian had spoken with his son who had expressed his willingness to build a plinth/stand for the plaque which would probably be situated on the 'green triangle' where a seat already exists	
<i>At this point the meeting was suspended for a few minutes to take the report from Mr Nurden</i>	
PUBLIC SECTION	
In his report Councillor Nurden stated that the Broadland/South Norfolk joint MD had begun work on 2 nd January and that the priority to establish a single senior management structure was being planned. On footway lighting Mr. Nurden had been unable to convince Broadland that an extra £5 (Band D) for every Council tax payer was unreasonable, particularly given that only five lights exist in the village. The option to have the lights turned off was, he understood, still open. Finally Mr. Nurden produced a 'flyer' about the Warm Homes Fund where funding can be offered to first time central heating installation in privately owned or rented properties.	

8:	OTHER VILLAGE MATTERS
The subject of footway lighting in Sutton Crescent was discussed and although with a little reluctance, Councillors agreed that the only viable option was to ask for the lights to be turned off and removed. Clerk asked to write a suitable letter to Broadland before the end of the month and draft a letter to Sutton Crescent residents for approval at the February meeting.	

9:	FINANCIAL MATTERS & PAYMENTS
The Clerk informed that the Interest on the Reserve Account was credited on 15 th October 2018 - £48.34. Turning to RoSPA – The original cheque had been written at the September 2018 meeting. It was not sent immediately because the invoice did not state whether this was for Freethorpe or Wickhampton (the latter inspected at more or less the same time). Difficulties in contacting RoSPA (3 telephone messages and 2 e-mails without response) meant that to resolve this the Clerk needed to ask Jackie at Wickhampton. She confirmed that Wickhampton had settled their account. The cheque was therefore sent to RoSPA in October (as reported at meeting). The Clerk stated that it had only become apparent during the last couple of weeks that this had not been cashed – He had spoken to RoSPA at length and they confirmed the cheque had not been received. As a safeguard the Clerk had stopped the cheque via Santander. Lastly the Clerk stated that the large payment to Playdale may be discussed at meeting, but in short the actual outlay to the Parish Council will be £1,544.37 which can be reclaimed from HMRC.	
<i>S.A. Williamson – period to 18 December 2018 – Standing Order due 18th December - Salary - £165.08 Plus Expenses/Allowance £30.81</i>	£195.89
<i>Calica Computer Solutions – December payment – Standing Order due 15th Dec</i>	£12.00
<i>S.A. Williamson – period to 18 January 2019 – Standing Order due 18th January - Salary - £165.08 Plus Expenses/Allowance £30.81</i>	£195.89
<i>Calica Computer Solutions – January payment – Standing Order due 15th January</i>	£12.00
<i>Playsafety Ltd – to replace now stopped cheque 900492 (September 2018)</i>	£92.40
<i>Playdale Playgrounds -50% deposit for new play equipment INCLUDING VAT – Village Hall to refund amount LESS VAT - £7,721.86</i>	£9,266.23
TOTAL	£9,774.41

BANK BALANCES AT STATEMENT(S) (CLOSE OF BUSINESS ON 3 DECEMBER 2018)			
MAIN CURRENT ACCOUNT	£12,981.03	BUSINESS RESERVE A/C	£10,773.14
BANK BALANCES AT STATEMENT(S) (CLOSE OF BUSINESS ON 2 JANUARY 2019)			
MAIN CURRENT ACCOUNT	£12,981.03	BUSINESS RESERVE A/C	£10,773.14

10:	BUDGET 2019-20 & PRECEPT
THE CLERK FELT THAT ABOUT £750/£1,000 (NETT) will be spent by the end of this financial year. So excluding the Reserve Account funds, a start 2019/20 with a balance well in excess of £10,000. The 2018-19 Precept paid was £11,305. 3% of this (added on) means a Precept of £11,645. 4% would bring a Precept of £11,758. 5% would mean a Precept of £11,870. The Clerk felt If the Wickhampton sign AND SAM2 are both pursued, it may be necessary to draw on reserves. Council voted unanimously on a 3% increase.	

PROPOSALS FOR 2018-2019 BUDGET			
Item	2018-9	2019-20	Notes as applicable
NALC Subscription	£192	£199	3.6% in 18/19 same percentage this time
CPRE Subscription	£50	£50	No change
Norfolk RCC Subscription	£30	£30	No change
Clerk Salary	£1,981	£2,040	Just under 3% rise in line with inflation
Clerk Expenses	£370	£381	Just under 3% rise in line with inflation
Calica Computer Systems	£144	£216	Making allowance for 2 nd machine servicing
Insurance	£1,000	£1,050	Estimated increase
Internal Audit	£225	£250	Estimated increase
External Audit	£140	£150	Pure guesswork, but I doubt it far out
Village Hall (rent/donation)	£3,350	£3,450	£100 increase seems appropriate
Grounds Maintenance	£1,350	£1,400	Guesswork – no paperwork yet received
3 Church Donations	£1,750	£1,900	Suggest an extra £50 per church

Freethorpe First Responders	£180	£185	£5 rise
Norfolk Accident Rescue Service	£180	£185	£5 rise
Royal British Legion Donation	£35	£40	£5 rise
Norfolk Air Ambulance	£130	£135	£5 rise
Other General Expenses	£125	£125	No change - I doubt it will amount to this
Contingency Fund (Village Work)	£000	N/A	We have enough in reserve to pay
Training (New Councillors)	£75	£100	Allowance 'in case'
TOTALS (1)	£11,307	£11,886	
Wickhampton Sign	N/A	£1,500	Likely to be at least this amount
Second SAM 2 Machine	N/A	£1,708	Note - double this will be paid out initially
TOTALS (2)	£11,216	£12,557	

11:	CLERK INFORMATION/CORRESPONDENCE
The Clerk reported on a number of smaller issues and also reported that one local bus service was about to be removed from service. Councillors were reminded that the February meeting would take place on the 11 th February being brought forward one week from usual third Monday of the month.	

12:	COUNCILLORS COMMENTS/FUTURE AGENDA
Hole outside 21 Sutton Crescent to be reported to NCC Highways	

The Meeting closed at 8.43 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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