



Fakenham Magna Parish Council

MINUTES of the Meeting held on Tuesday 10th March, 2015, at the Honington & Sapiston Village Hall commencing at 7:30pm.

PRESENT:

Cllr. A Jones (Chair)
Cllr. R Johnson
Cllr M Bayly
Cllr. D Reay
Cllr. M Rozier

IN ATTENDANCE:

Mrs J O'Brien *Clerk*
[REDACTED] – RFO
Mr E Wortley
County Cllr. J Spicer

APOLOGIES:

Apologies were received from Andrew Blenkiron – Euston Estate, Borough Cllr P Wade

A new Councillor was co-opted. Cllr Jones proposed that Mark Rozier be co-opted to the Parish Council; this was seconded by Cllr Reay. Mark Rozier accepted the position and completed the Acceptance of Office form.

FMPC16/15 DECLARATION OF INTEREST

There were no declarations of interest.

FMPC17/15 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on, 20th January 2015 were approved and signed.

Proposed by Cllr. Bayly and seconded Cllr. Reay.

Chairman raised an error on the Minutes for November 2014. Cllr Jones proposed an amendment be made to these, seconded by Cllr Bayly. The amendment was duly noted and signed.

FMPC18/15 ACTION UPDATES

- a) Road repairs – County Cllr Spicer was able to give some reassuring news, resurfacing through village will commence in May/June 2015. The white lines will be completed and flooding issues looked into at this time. Pavements will also be checked. Cllr Reay asked if it was possible to have double white lines through village – this may not be possible as police have to approve.
- b) Littering sign for Lay-by – Received and will be installed by next meeting.
- c) Notice Board replacement – Will be installed by next meeting.
- d) Clerk's pay – This is still on-going. Clerk to continue invoicing until further notice.
- e) Bottle Bank – Euston Estate has no issues with siting in Church Field. Clerk to check on insurance and Borough Council.
- f) Grit bins – Cllr Jones will follow this up.
- g) New Councillor leaflet – advert on notice board.
- h) Right of Way signs – both signs at The Pightle and Broom Hill are missing – Clerk to check with County Council on status of replacements.
- i) Motor Insurance – Clerk reports this is not needed.

FMPC19/15 FINANCIAL REPORT

The RFO reported there is currently £3,069.38 in accounts, of which £2,233.87 is reserve, and that the Council is currently about £60 below budget. Hedge cutting invoices have not been received for last two years (13/14 & 14/15). The Clerk's pay had increased and Cllr



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Bayly proposed acceptance of this increase, seconded by Cllr Johnson. Approval for payment sought for the following:

- i. Clerk's salary including pay increase back dated to January 2015 - £122.99 - proposed Cllr. Jones and seconded by Cllr. Johnson.
- ii. Invoice for lay-by sign paid for by Clerk - £51.00 – proposed Cllr. Jones and seconded by Cllr. Reay.
- iii. SALC Clerk's attendance Insurance briefing - £30.00 – proposed Cllr. Reay and seconded Cllr. Bayly.
- iv. Hire of Honington & Sapiston Village Hall for meeting - £18.00 – proposed Cllr. Jones and seconded Cllr. Bayly.
- v. Hire of room at Primary School - £48.00 – proposed Cllr. Reay, seconded Cllr. Jones.

FMPC20/15 CHAIRMAN'S REPORT

The Chairman reported that the 'Big Tidy Up' would take place on 11th April, 2015 and leaflets would be distributed for this. Financial Regulations have been brought up to date to come in line with national guidelines and councillors would need to read these and a separate meeting would be called specifically to discuss and adopt. Cllr Johnson proposed vote of thanks to Chairman for his work on this, seconded by Cllr Reay.

FMPC21/15 COUNTY COUNCILLOR'S REPORT

Cllr. Spicer reported that she had spoken with Euston Estate again with reference to pavement at Park Ride and will report back when further information available. There is also a possibility of setting up a twice yearly liaison meeting with Euston Estate.

FMPC22/15 BOROUGH COUNCILLORS REPORT

Nothing to report at this time.

FMPC23/15 RAF HONINGTON COMMUNITY DEVELOPMENT OFFICERS REPORT

There was no report available for this meeting. County Cllr Spicer was able to report that Nick Turk, RAF Honington Community Development Officer may attend meetings in the future.

FMPC24/15 POLICE COMMUNITY SUPPORT OFFICERS REPORT

There was no report available for this meeting.

FMPC25/15 COUNCILLORS REPORTS

Cllr. Reay reported that the pavement opposite his property, behind the hedge needed tidying. This may be included in the 'Big Tidy Up' in April.

Cllr. Bayly reported that 28 eggs had been purchased for the Easter Egg Hunt.

FMPC26/15 LOCAL HISTORY RECORDERS REPORT

Geo-phys completed and more detecting would be carried out in accordance with regulations. The Church needs a lot of work completed to be able to stay open, most of these are Health & Safety issues.

FMPC27/15 MATTERS FOR DISCUSSION

The Acceptance of Standing orders. Cllr Bayly feels there should be clause included, to further the interests of the Parish and its residents. Approval for these will be sought at next meeting.

FMPC28/15 CORRESPONDENCE

A letter had been received from a local firm offering grass cutting services. Clerk to write asking for a quote for eight cuts in Churchyard and field.

FMPC29/15 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL –

Cllr Jones called for a vote of thanks to Cllr. Bayly for all his work while a Councillor for Fakenham Magna Parish Council. Cllr Bayly has decided not to stand for re-election in May 2015.



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FMPC30/15 DATE OF NEXT MEETING

Date of next meeting to be held on Tues 19th May, 2015, commencing at 8:00pm, at Honington & Sapiston Village Hall, in the committee room. It will be preceded by the AGM at 7:30pm.

CHAIRMAN:

DATE:

Open Actions March 2015

ACTION	RESPONSIBILITY	TARGET DATE
Road Repairs	County Cllr Spicer	Next meeting
Erection of new Notice Board	Cllr. Jones/Johnson	asap
Financial Regulations – meeting required	Cllr. Jones	asap
Rights of Way (Footpath) signs	Clerk	Next meeting
Grit bins and grit piles	Cllr Jones	Next meeting
Clerks PAYE	Cllr. Jones	Next meeting
Bottle bank supply and insurance	Clerk	Next meeting
Littering signs for layby	Cllr Jones/Johnson	asap
Letter for quote on grass cutting in Church yard	Clerk	Next meeting
Hedge cutting invoices	Clerk	Next meeting



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