



Fakenham Magna Parish Council

MINUTES of the Meeting held on Tuesday 8th November, 2016, at the Honington & Sapiston Village Hall commencing at 7:30pm.

PRESENT:

Cllr. A Jones
Cllr. R Johnston
Cllr. M Rozier

IN ATTENDANCE:

Mrs J O'Brien *Clerk*

Cllr. J Spicer
Cllr. A Smith
E Wortley

APOLOGIES:

Apologies were received from: Cllr. P Morgan and A Blenkiron – Euston Estate

FMPC88/16 DECLARATION OF INTEREST

There were no declarations of interest.

FMPC89/16 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 13th September, 2016 were approved and signed.
Proposed by Cllr. Reay, seconded by Cllr. Jones.

FMPC90/16 ACTION UPDATES

- a) Footpath sign – Cllr Johnston and Cllr. Rozier will erect by next meeting.
- b) Quote for grass cutting – has not been successful.
- c) Site visit to discuss condition of pavement through village - ongoing
- d) Transparency funding – Clerk and Cllr. Jones met to go through funding application and Cllr. Johnston proposed £120 for software and £249 for new laptop be approved for purchase and reclaim through funding, seconded Cllr. Rozier.
- e) Village Assets – Cllr. Jones now has oil for village sign post and will complete by end of November, 2016.
- f) Missing timetable at bus stop – ongoing.
- g) Contact Waste Management – Complete
- h) Check and update as necessary, village notice board and website. Notice board complete, website ongoing.
- i) Entry into 'The Link' – Clerk - ongoing
- j) 'Welcome to the village' Leaflet – Clerk - ongoing

FMPC91/16 FINANCIAL REPORT

Audit – The 'Notice of conclusion of Audit' was presented to the Council by RFO. There was a minor issue that one of figures on return was incorrect but this has been corrected.

It was proposed that the Annual Return including the external Auditors certificate be approved by Cllr. Jones, seconded by Cllr. Johnston.

Budget –

The RFO presented the proposed Budget (copy enclosed with these Minutes). After discussion, Cllr. Jones proposed acceptance of this and seconded by Cllr. Rozier.



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Reserve stands at £3,400.00 (£477.00 below budget for current year).

Approval for payment sought for the following:

- i. Clerk's salary £163.16 – proposed Cllr. Jones, seconded Cllr. Johnston
- ii. Insurance - £298.97 – proposed Cllr. Rozier, seconded Cllr. Johnston
- iii. H&SVH Meeting Room Hire for meeting £18.00 – proposed Cllr. Johnston, seconded by Cllr. Rozier.
- iv. Euston Farms - £100.00 – Church Field Lease – proposed Cllr. Johnston, seconded Cllr. Rozier.
- v. CAS - £60.00 – Web hosting for year – proposed Cllr. Jones, seconded Cllr. Rozier.

County Cllr. J Spicer has offered to pay this charge for this year as the changes took place in the middle of financial year.

FMPC92/16 CHAIRMAN'S REPORT

The Chairman was pleased to report that he had been in contact with BT concerning the Superfast Broadband which he will have from the end of the month, it is available to all, just contact BT.

FMPC93/16 COUNTY COUNCILLOR'S REPORT

County Cllr. J Spicer wished to welcome the new Borough Councillor, Andrew Smith and looked forward to working with him. Bus changes have been recorded but unfortunately will not be changing again immediately. The site meeting to discuss the pavement through village cannot go ahead at present as Hen Abbott is on secondment, but this will be followed up.

FMPC94/16 BOROUGH COUNCILLORS REPORT

Borough Cllr. Andrew Smith introduced himself to the Council. He has himself been on Bardwell PC for 10 years and lives in Bowbeck – contact details will be sent to Clerk.

FMPC95/16 RAF HONINGTON COMMUNITY DEVELOPMENT OFFICERS REPORT

There is to be a meeting next week which the Clerk hopes to attend.

FMPC96/16 POLICE COMMUNITY SUPPORT OFFICERS REPORT

No report had been received but the Clerk reported no crimes had been reported since the last meeting.

FMPC97/16 COUNCILLORS REPORTS

There were no reports.

FMPC98/16 LOCAL HISTORY RECORDERS REPORT

Edward Wortley welcomed Borough Cllr. A Smith. He reported that there was little to report this meeting but that he had given two talks to local groups, that field walks have been completed and metal detecting was ongoing.

FMPC99/16 MATTERS FOR DISCUSSION

The Codes of Conduct had been circulated prior to meeting and Cllr. Johnston proposed acceptance of these codes, seconded Cllr. Rozier.

FMPC100/16 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL –

Village Fete 2017, this will be discussed further to decide structure of the day and date to be confirmed.

FMPC101/16 DATE OF NEXT MEETING

Date of next meeting to be held on Tues 10th January, 2017, commencing at 7:30pm, at Honington & Sapiston Village Hall, in the committee room.



Fakenham Magna Parish Council

CHAIRMAN:

DATE:

Open Actions November 2016

ACTION	RESPONSIBILITY	TARGET DATE
Rights of Way (Footpath) signs	Cllr. Johnston/Cllr. Rozier	Next meeting
Site visit to discuss condition of pavement through village	County Cllr. Spicer	As soon as can be arranged
Transparency funding	Clerk/Cllr. Jones	Next meeting
Village assets inspection – Oil village sign	Cllr. Jones	Next meeting
Check and update as necessary village notice board and website	Clerk	ASAP
Entry into The Link about PC	Clerk	Next meeting
Leaflet of 'Welcome to the Village'	Clerk	Next meeting