

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Annual General Meeting held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood on Tuesday 14th May 2019 at 7.30pm.

Present were: Brenda Jones, Richard Morton, Cathy Pye, Roz Simpson, Marina Tubby, and Sonya Dickinson – Clerk. *N.B. All declarations of acceptance were signed before the meeting.*

19/46. Election of Chairman & Vice Chairman: The ballot papers were counted and Cathy Pye was appointed Chairman and Brenda Jones Vice-Chair.

19/47. Welcome & apologies for absence: Apologies were received from Ian Chapman and Ian White.

Cathy thanked everyone for electing her as chair and thanked Councillors for giving their time to this voluntary roll. Due to Giles stepping down in April, we now have 5 seats to fill. Giles will be missed as a valued member of the Council.

19/48. Election of Officers/ Appointments to Representative bodies:

- a) Village Hall – Marina will attend the meetings.
 - b) Norfolk Playing Fields Association – It was decided that this roll will be filled when necessary.
 - c) Emergency Planning Parish Co-ordinator – Sonya and Roz
 - d) Tree Warden – Ernest Hoyos is our current tree warden.
 - e) Footpath Warden – A. Bowyer. Check he is happy to continue.
 - f) Transport Users Committee – V. Deasley sent her apologies but is happy to continue.
- C. Pye – There was a lady with a clip board at the Station talking to users, possibly an Anglia Rail passenger survey.

19/49. Declarations of interest: C. Pye – Finance h) as new Chairperson. R. Morton and B. Jones – Finance f) as members of Burlingham Cottage Gardeners. M. Tubby Finance g) as School employee.

19/50. Public Forum: (10 minutes allocated for Public participation):

We were joined by 6 members of the Public. Unfortunately the Clerk sent the Agenda to District Councillor David Ward and not the new District Councillor representing the Parish which is Claire?

Cathy thanked Anne for litter picking around the village all year and gave her a box of chocolates.

19/51. Minutes of the Meeting 2nd April 2019: Were signed as a true record.

19/52. Matters arising from 2nd April 2019: None.

19/53. Correspondence: None.

19/54. Planning: a) 20190551: Single Storey Side Extension. 6 Spencer Close, Lingwood, NR13 4BB. **Decision:** Unanimous support.

19/55. Action Log: Allotment compost heap: Richard has asked, they can no longer do it but are having a word with someone else who might be able to help.

School site, Chapel Road – BDC e-mail said that the planning falls within the guidelines and as a new school was built, the Community benefit was fulfilled so there is no claim to the Nursery building, or any grounds for refusing planning.

Good Neighbour Scheme - Sally Thornton from CAN could not come along to the APM to talk about the Scheme, we could ask her to come and speak at a PC Meeting about it. Cathy can ask her to the next meeting and we could advertise when she's coming to speak about it.

Millennium Green Maintenance – The play inspection list is with the handyman and he works through it. The slide mound sides have been built up with soil and new rubber mats put on but more pegs are needed for him to complete the top. Can cleaning the toddler equipment be put onto the next agenda?

Plaques for the Beacon – The Plaques have not been ordered yet, events and dates to be sourced from Ben. Order brass plaques on line.

19/56. Highways: Salhouse to Wroxham now has 50mph limit, why not South Walsham Road? Clerk to ask Highways.

Pot holes: The huge pot hole on Green Lane has not yet been done. Clerk to chase up as it is now over the stated time Highways gave.

The Huge pot holes on the slip Road off the A47 White House junction, turning left into Lingwood. There are also no white markings at the give way at that junction. The Clerk has heard from Highways England that it is Norfolk County Highways and they have e-mailed to say the work has been carried out.

19/57. Finance: a) Payments Received from: i) BDC Parish Precept 1st instalment. £12,968.50

b) Authority to pay was given for: i) K. Monsey – Cemetery £165 (Chq No. 242).

ii) BDC Rates for MUGA £114.75 April £110.00 May = £224.75 (Chq No. 2208).

iii) E.A.S. Millennium Green Grass cutting plus hedges and edges £361.83 inc VAT (Chq No. 2209).

iv) S Donovan Handyman – zip wire repairs + replace soil and matting for slide. £88 + £25 for truck hire = £113, HMRC £22. (Chq No. 2210 + 2211).

c) Retrospective Payments: i) NCC Allotment and Burlingham Green rent. £130 + £25 = £155 (Chq No 206).

ii) B. Gas MUGA lights £77.05 (Chq No 207).

d) Payments: Churchyard grants for Lingwood PCC (St Peters Lingwood), St Andrews N. Burlingham and St Edmunds South Burlingham. (£135 last year). (Chq No's. 2212, 2213, 2214).

e) NALC Subs £471.83 (Chq No. 2215).

f) Burlingham Cottage Gardeners £50 for grass cutting usually paid Feb each year, nothing paid 2018 or this year. **Decision:** It was resolved to give £50 (Chq No. 2216).

g) Letter from Lingwood Primary Academy asking for a donation towards their year 6 end of year primary school trip, in exchange for litter picking around the Community. **Decision:** It was resolved to donate £80. (Chq No. 2217).

h) Chairman's allowance: **Decision:** It was resolved to lower the Chairperson's allowance to £600 p.a. to bring it into line with other Councils. (Chq No. 2218).

A decision was also required regarding retrospectively paying G. Mack the Chairperson's allowance for the past 6 months as he stepped in as Chairperson on a month to month basis.

Decision: It was resolved to give Giles 6 months of the Chairperson's allowance at the new amount to cover his expenses. (Chq No. 2219).

There being no further business the meeting closed at 20.35-
Next meeting of the Parish Council is on 4th June 2019,
At Lingwood Village Hall.