

Minutes of the Stanfield Parish Council Meeting held on Monday August 10th 2020 at 7.30 pm. in St Margaret's Church, Stanfield.

Councillors present: Cllr R Duffield, Cllr I Thompson and Cllr D Britton.

Others Present: 3 electors and Mrs G Hubbard, Clerk

1. Welcome and to consider accepting apologies for absence

The Chairman welcomed those present to the meeting. The Chairman thanked the Clerk for creating the necessary paper work regarding Covid-19. The questionnaire had been given to those present and the completed forms will be filed. The Risk Assessment will be completed at the end of the meeting and also filed.

Apologies for absence had been received from Cllr L Walker and Cllr M Jenkins and these were accepted.

Apologies for absence had also been received from County Cllr Mark Kiddle-Morris

2. To declare any Interests re items on the agenda

Cllr Duffield declared a Personal Interest in item 7. To discuss Planning Issues.

3. To confirm minutes of the meeting held on March 9th 2020

The minutes had been circulated. The Clerk read out the minutes to those present. Cllr Duffield proposed the minutes be accepted as a true and accurate record of the meeting, seconded by Cllr Thompson and carried.

4. To discuss any matters from the minutes of March (not on the agenda)

The notice board has been repaired by Mr Steve Jenkins and the Parish Council gave him a big vote of thanks for doing this job and the Parish Council is very grateful it was carried out with no labour charge. The B T Box will be repaired soon as the glass needs repairing.

PUBLIC PARTICIPATION PERIOD

Cllr Kiddle-Morris had sent a very comprehensive report, which will be studied carefully, and if the Parish Councillors have any queries, they will contact Cllr Kiddle-Morris.

5. To discuss Correspondence

The Clerk had received an email from Highways regarding the blocked ditch. The Department suggested it is not a Highways problem and the landowner should be contacted. The Chairman reported that the problem is not the ditch, it is actually the pipe leading from the Highway to the open ditch. The dimension of the pipe is inadequate to cope with stormy conditions. The Clerk will inform Highways of this information.

6. To discuss any Planning Issues

3PL/2020/0194/HOU Lillie Cottage, Church Lane, new roof lights/proposed in single storey to rear on East & West facing sloping roof pitch (retrospective). Planning Permission was granted.

3PL/2020/0370/HOU The Cottage, Church Lane, rear 2 storey extension. Planning Permission was granted.

3PN/2020/0015/UC Cherry Tree Farm, conversion of barn to 3 dwellings. The decision is still undecided. No discussion is necessary regarding this application.

7. To discuss Highways Matters

A resident has spoken to Cllr Thompson regarding the footpath that runs from the Whissonsett end of the village to the Main Road. It is on the B1145 and the footpath sign is no longer there.

The other issue was the footpath running from the bottom of Church Hill but the Parish Council will deal with this.

The hedge around The Old Rectory needs to be trimmed and a member of the Parish Council will go and speak to the owner.

8. To authorize financial payments

Cllr Duffield proposed the following financial transactions be authorized for payment, seconded by Cllr Britton and carried: -

Clerk's net salary April to August £540.60	HMRC tax for April to August £109.4
Zurich Municipal Ins. £167.44	Norfolk Parish Training & Support subs. £40.00
Mrs J Brooke (Internal Audit) £50.00	

The Internal Auditor Report will be put on the website. As Mrs Brooke is in ill health, The Clerk reported that she had asked A D Accountancy Services Ltd. if they would be willing to carry out the audit next year. They have agreed so the Parish Council officially accepted that the company would be the Internal Auditors next year.

9. To adopt end of year accounts

Cllr Britton proposed the end of year accounts be adopted, seconded by Cllr Duffield and carried.

10. To adopt the AGAR and Certificate of Exemption

Cllr Britton proposed the AGAR and Certificate of Exemption be adopted, seconded by Cllr Duffield and carried.

11. To discuss the Charity Land situation

This land is now let and the new tenants are Tom Kemp Farms and it is on a 10-year tenancy. The reason it is 10 years and not 5 years is because there is a lot of work to be done on the fencing and also a lot of work to get the land back into reasonable order, so a 10-year lease was agreed upon. The new tenant will have a lot of expense. No rent will be received during the first 6 months. The previous tenant removed all the gates. Hopefully the new tenant will behave in a respectful manner. Mr Tasker is going to clear the woodland area on a Woodland Management Agreement and pay the Charity for the wood he takes out, so there will be some extra money created from this. It may extend over several years. He has suggested that when any wood is sold, that a Parish Councillor is present to witness the transactions. He manages two other woodlands and the scheme will be implemented through proper channels, so he will be given expert advice on this matter.

12. To discuss items for the next agenda

To discuss the B T Box

13. To confirm date, venue and time of next meeting

The next Parish Council meeting will be held on Monday September 28th at 7.30 p.m. in St Margaret's Church and the last one of the year will be on Monday November 9th.

There being no further business to discuss, the Chairman thanked those for attending and declared the meeting finished at 8.06 p.m.

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Chairman

Date