

Summary of Agreed Actions- To be acted upon as soon as possible with updates sent to Councillors

- Councillors present:** Mr R Duffield, Mr I Thompson, Mrs M Jenkins, Mrs L Walker & Mr Britton

Mr Duffield welcomed those present to the meeting. There were no apologies for absence to be received as all the Parish Councillors were present.

Mrs Jenkins declared a Personal Interest in item no. 11, to discuss the grass cutting contract for Mr Jenkins.

Mr Duffield declared a Personal Interest in item no. 6, Planning Issues, 3PL/2017/0191/O Church Lane.

The minutes had been circulated. The Clerk read out the minutes to those present. Mr Thompson proposed the minutes be accepted as a true and accurate record of the meeting. This proposal was seconded by Mrs Walker and carried by the Council.

There were no matters arising.

Public Participation Period. There was no request for any discussion under this Period.

The only mail received was a copy of the Clerks & Councils Direct magazine and the reply from Mrs Brooke.

Stanfield Quarry – as neither Cllr Trevor Carter nor Cllr Kiddle-Morris were present, no more information was available on the Quarry.

3PL/2018/0191/0 Church Lane, residential development comprising of 4 dwellings with means of access. The 4 Parish Councillors permitted to vote on this application all voted in favour of it.

3PL/2017/1510/D Mr & Mrs Middleton, Wagtail Farm, Back Lane, erection of dwelling. The Parish Council had no objection to this application.

3PL/2017/1413/VAR The Barn Café & Restaurant, Back Lane, variation of condition 15 on 3PL/2010/0893/F To change the hours of work. The Parish Council had no objection to this application.

7. To discuss Highways Matters

Church Lane - The Clerk did telephone the Highways Department and reported the problem but to date it had not been dealt with. Mrs Walker will email some photos to the Clerk and she will forward them to Highways, so they can see how dangerous it is.

There is another one down Back Lane and also one on the hill at Church Lane.

Mr Britton reported one on the Whissonsett Road, between the Tittleshall turning and Back Lane.

There is also one on the Tittleshall Road about 200 metres from the junction with Whissonsett Road, outside the property Sunset View, about 9" deep and about 10" diameter.

Mrs Jenkins had been in conversations with someone from the Farms & Agricultural Department at Hook 2 Sisters and had been informed that the back of the Church will be reseeded in a couple of weeks.

8. To discuss again the new rules regarding Data Protection

Mr Duffield proposed the Clerk become the Data Protection Officer, seconded by Mr Thompson and carried.

9. To authorize financial payments

Mr Duffield proposed the following financial transactions be authorized for payment, seconded by Mrs Walker and carried:-

Clerk's net salary for February & March	£166.40	HMRC tax for February & March	£41.60
Clerk's end of year expenses	£222.77	Norfolk Parish Training & Support	£35.00

Cheque for £75.00 for a resident from the Fuel Charity Account

10. To receive an update on the appointment of an internal auditor by the Parish Council for the end of year accounts

The Parish Council had received a reply from Mrs Brooke to say she was willing to undertake the work of Internal Auditor for 2017/2018 accounts and requested a remuneration of £50.00. The Clerk will acknowledge by stating this is acceptable.

11. To discuss the grass cutting contract for Mr Jenkins

The Parish Council had accepted Mr Jenkins's quote and a contract will be sent to him.

12. To receive items for next agenda

Election of Chairman and Vice Chairman of the Parish Council for the forthcoming year

Adoption of end of year accounts

Update on illegal properties, My Farm and Field View at Back Lane

Review of Standing Orders and Financial Regulations

Adoption of Data Protection Policy

13. To confirm date and time of next meeting

The next meeting will be held on Monday May 14th at 7.30 p.m. in St Margaret's Church and will be preceded at 7.00 p.m. by the Annual Parish meeting

There being no further business to discuss, the meeting finished at 8.15 p.m.

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Chairman

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Date