

**Minutes of the Parish Council Meeting held  
In the Manor Rooms on Monday November 2<sup>nd</sup> 2009**

**Present**

**Cllr Julia Kitt (Acting Chairman)**  
**Cllr. Ann Brown**  
**Cllr. Colin Steward**  
**Cllr. Jason Middleton**  
**Mike Millson Parish Clerk**  
**One member of the public**

**1. The Chairman welcomed all those present.**

**2. To receive and accept apologies from members unable to attend**

Apologies were received from Cllrs. Anna Farquharson, Cindy Eves and Jane Flatt

**3. To receive any declaration of interest in particular raised at this meeting**

There were no declarations of interest

**4. Minutes**

The minutes of the Parish Council meeting on October 5<sup>th</sup> 2009 were approved and duly signed by the chairman.

**5. Matters of report from the previous meeting**

- The Clerk reported that he had been informed that the notice board at the bus stop needed attention and he had called for the assistance of the Waveney Handyman.
- Cllr. Middleton requested that the cost of a bench be investigated for those waiting for a bus and who at present are perched on the railings of the new fence.

**The meeting was adjourned for public participation**

Concern was expressed by a member of the public concerning faulty street lighting.

The Clerk AGREED

To pursue the matter with May Gurney.

**6. Village Plan**

It was AGREED that further discussion on this item be postponed until the new year.

**7. Parking in Trowse**

Cllr. Jason Middleton reported that little progress had occurred since his last meeting with Highways Department staff and that he would take this up as a matter of urgency.

**8. Street Lighting**

The Clerk reported that he had received no indication that the structural and electrical survey of street lighting under contract with May Gurney had been undertaken and AGREED to take this up with the Section Head.

**9. Correspondence**

The Clerk drew Councillors attention to two items of correspondence:

- SNC structure chart following restructuring of the Council
- Notice of delay and amendment to roadworks on Whitlingham Lane

**10. Planning.**

The Council approved the planning application 2009/1611 to SNC for first floor infill at 20 Whitlingham Hall, Kirby Road Trowse.

**11. Allotments**

The Clerk reported that he had now received rental for the forthcoming year for all allotments and that all plots had now been taken.

## **12. Cemetery**

It was AGREED that the Clerk would pursue the possibility of engaging the services of David Curtis at Ben Burgess Garden Centre to eradicate the rabbit population presently residing at the cemetery

## **13. Finance**

- The financial summary was received and approved and cheques were signed
- A financial projection was circulated together with a commentary for discussion at the next meeting when it would be necessary to fix the Precept for 2010/11

## **14. Safety checks on play equipment on the Common**

It was AGREED that, given the expense of undertaking a ROSPA check at this time, the next check would be undertaken in June 2010.

## **15. Parish Council Website**

Councillors approved the new website undertaken by Martin Kentish.

## **16. To receive items for the agenda of the next meeting**

- Parking in Trowse – progress report from Cllr. Jason Middleton
- Street lighting – report by the Clerk
- Horse trough plumbing – report by Cllr. Jason Middleton
- Bench at the bus stop.

## **17. Date of the next meeting**

The next meeting of the Parish Council will be held on December 7th 2009 at 7.15 pm in the Manor Rooms, Trowse.

## **18. Following the exclusion of press and public: Vacancy for Parish Clerk**

- *The Clerk reported that there had been 3 applications for the position. It was noted that one application might invite contractual difficulties. The Acting Chairman agreed to take this up with the Chairman. However, the Clerk was requested to invite two applicants for interview on Thursday November 12<sup>th</sup> 2009 at the Manor Rooms and the interviewing panel would comprise Cllrs. Julia Kitt, Ann Brown and Jason Middleton.*
- *The Council confirmed that payment would be made to the Clerk in lieu of holiday entitlement not taken during this financial year rather than insisting that this be taken prior to his retirement date 31<sup>st</sup> December 2009.*

