

Minutes of the meeting of Trowse with Newton Parish Council held at 7.15 pm on Monday December 7th 2009 in The Manor Rooms, Trowse

Present:

Cllr Julia Kitt (Acting Chairman)
Cllr Ann Brown
Cllr Jason Middleton
Cllr Colin Steward

In attendance:

Mike Millson (Clerk to the Council)
Matt Millson (Acting Clerk to the Council)
Lynn Fabre
Nick Gordon
Roger Smith (County Councillor)

1. Welcome to all.

The Acting Chairman welcomed all present to the meeting.

2. Appointment of Chairman following the resignation of Cllr. Anna Farquharson

Cllr Kitt PROPOSED and Cllr Steward SECONDED that Cllr Jason Middleton be appointed Chairman of the Parish Council and this was AGREED unanimously. At this point Cllr Middleton took over as Chair of the meeting. The Council expressed their thanks and appreciation for the outgoing Chairman.

3. To receive and accept apologies from members unable to attend.

Apologies were received from Cllr Eaves.

4. To receive any declarations of interest in particular items raised at this meeting.

Cllr Brown declared an interest in the Manor Rooms Grant Application as a member of the Manor Rooms Management Committee.

5. To receive and approve the minutes of the meeting of the Parish Council held on November 2nd 2009

The minutes of the meeting of the Parish Council held on November 2nd 2009 were approved and signed by the Chairman.

6. Matters of report from the previous meeting not otherwise appearing on the agenda.

a) Appointment of a Parish Clerk

It was agreed that the post be re-advertised in the February edition of the Villager, on the NALC website and in the Library in Poringland with a closing date of February 26th for applicants. Three weeks are to be allowed prior to this date to allow applications to be submitted. Interviews will be held in March, approximately two weeks after the closing date. It was also agreed that the advert would make clear the post's pay scale and that starting salary would be subject to experience and qualifications.

b) Author for the Villager

It was agreed that the Parish Council's submission for the Villager would be jointly written by the Chairman and the Clerk to the Council.

c) Bus Shelter/Seat

It was noted by the Clerk that section 106 funding was available for the possible provision of an additional bus shelter on White Horse Lane outside the School. The clerk to further investigate the scope of this funding and whether or not it could be used for other projects. The clerk also to measure the space available for a seat next to the existing shelter, and to add an agenda item to the next meeting to choose the type of seat to be installed and hopefully funded by Norfolk County Council.

The meeting was adjourned for public participation.

Roger Smith (Norfolk County Council) reported that:

- Improvements to Whitlingham Lane had been delayed, and a new date for commencement of works was being awaited.
- As a result of changes in bus operations in Norwich travel by bus in the Greater Norwich area should become cheaper.
- There may be traffic delays due to works commencing on the A47/Trowse Bypass junction.
- Overgrown foliage on Kirby Road had been noted and was being dealt with

7. Parking in Trowse

The Chairman presented and outlined plans for new waiting restrictions within the parish. The Chairman agreed to follow up the suggestion of increasing the waiting time in time limited parking areas to two hours on Whitlingham Lane and opposite Stanton Terrace to improve parking opportunities for residents of Trowse without allowing them to be abused by people using the areas as convenient parking for either the City or County Hall. The Council thanked the Chairman for his efforts devising a plan for the benefit of Trowse residents.

8. Correspondence

a) Joint Core Strategy

The Council AGREED that a request should be made to change the Parish's designation from policy 12 (a fringe parish) to policy 15 (a service village). The Chairman to draft a suitable letter and circulate it to other councillors for comment.

b) Conservation Area Character Appraisal and Management Plan.

The Council AGREED to invite the a member of SNC conservation team to the next Meeting of the Parish Council in January; the Clerk to arrange.

c) To receive and consider Norwich Fringe Project funding appeal for 2010

Cllr Brown PROPOSED and Cllr Steward SECONDED that £400 was donated to the Norwich Fringe Project and this was AGREED unanimously.

d) To consider bidding for grant aid towards the provision of play equipment for 8-13 age range.

The Clerk to pursue and complete the expression of interest form by the deadline (18th December).

e) To decide if Trowse Parish Council would wish to support the Community Speed Watch initiative.

The Clerk to write to the Community Speed Watch initiative requesting that, if the CSW is unable to provide assistance with enforcement of the 20MPH limit could they please contact the appropriate department and request that the limit is enforced.

f) To consider a request for a donation to the Manor Rooms Management Committee.

Cllr Brown did not participate in this agenda item.

Cllr Steward PROPOSED and Cllr Kitt SECONDED that a donation of £3000 for the financial year 2010-2011 be made to the Manor Rooms Management Committee and this was AGREED unanimously.

9. Cemetery

The Clerk to contact Crown Point to request assistance or advice in eradicating the rabbit population in the Cemetery. The Clerk also noted that unsightly planters and dustbins had been removed from the Cemetery, improving its general tidiness.

10. Finance

a) To receive and approve the financial summary and sign cheques.

The financial summary was received and approved, and the cheques were signed.

b) To note the procedure for payment of tax and national insurance for parish council employees.

The clerk outlined to the Council the outgoing payments pending for employer national insurance contributions, and for accrued employee tax and national insurance contributions.

c) To confirm precept for 2010/11.

The Chairman PROPOSED and Cllr Brown SECONDED that the precept be set to £25350 for the year 2010/11 and this was AGREED unanimously.

d) To confirm signatories for Lloyds, HSBC and Abbey accounts and arrange dates for visiting the banks.

The clerk to liaise with all involved parties to arrange an appropriate date for the transfer of authorised signatories on bank accounts. It was AGREED that Councillors Ann Brown, Jason Middleton and Colin Steward be made signatories of all accounts.

11. To receive items for the next agenda

a) Bowls Club insurance/grant offset

(Clerk to check to the scope of Parish Council's existing insurance policies)

12. To confirm the date of the next meeting

The date of the next meeting was set as Monday January 11th 2010 at 7.15 in the Manor Rooms.

Following exclusion of press and public:

13. To consider quotes for the 4 street lighting columns and lamps reported by May Gurney as requiring replacement following structural and electrical testing

It was noted that at this point it would be imprudent to authorise the installation of replacement lighting since this may be affected by the Conservation Plan. The clerk to contact Steve Beckett (the Conservation Officer) for advice on the appropriate style of streetlight to be installed.