**ALBY WITH THWAITE PARISH COUNCIL**

Minutes of the Parish Meeting held on 23 November 2016 at 7.30 pm

at Alby Horseshoe Inn, Cromer Road, Erpingham

**Present:** Chairman Barry Fitzpatrick, Deputy Chairman Will Cutts,

Councillor Stephen Jordan, Councillor Stephen Wade,

Councillor James Buchan and Clerk Rosalyn Dawson

Visitors: District Councillor and Chairman of Erpingham P.C.,

Norman Smith,

Four members of the public were in attendance

1. **To accept Apologies for Absence:** William Mellor, Lesley Hennessey
2. **To approve Minutes of 21 September 2016:** Approved
3. **To discuss any matters arising:** None
4. **To receive declarations of interest for items on the Agenda:** None declared

**5. Proposal to install a seat in Weaver’s Way, Thwaite Common:** The FoTC are proposing to install a seat in Weaver’s Way. Stephen Jordon advised that the existing bench was installed before the Commons Act of 1982 and the Parish Council has in the past resisted placing more seats on the Common. Councillor Will Cutts asked who was funding the seat; however this was not known/disclosed at the meeting. Norman Smith suggested that the bench could be installed near the notice board however Councillors unanimously agreed not to install another bench on the Common at this period in time and wait until the joint meeting on Thwaite Common on the 10th January.

**6. Thwaite Common Scheme of Regulation and Proposal to appoint sub-**

 **Committee:** The Chairman advised that a joint meeting of the FoTC and Norman Smith, has been arranged for 10 January 2017, and that he was intending to be present. The idea of the gathering is to put forward proposals for work to be carried out during 2017, with volunteers when appropriate and contractors for such work as the grass cutting. Creating new footpaths and installing a bench was on the programme for discussion. The consensus of opinion of councillors was that these matters were in the Parish Council’s domain for decision making. However a suggestion made by the Chairman for a three way arrangement could be a possibility and that Parish Councillors could collectively draft a document in preparation for any proposed meeting. This was accepted.

**7. Registration of Parish Assets:** Previous Chairman, John Mims, had been involved in creating a schedule of the Parish Assets. The Parish Council can, in the interests of the Parish, register an interest in certain property and land within the parish. Councillor’s Will Cutts reported they had attended the NNDC Planning Department to register an interest in two parcels of woodland and the owners would be notified. Councillor Will Cutts also advised that not all of the woodland referred to was in the conservation area and that there were no tree preservation orders (TPO’s) on any of the trees within the parcels of woodland.

**8. Setting the Precept for 2017-18:** The Chairman proposed increasing the Precept by £400 per annum. Two Councillors objected to the level of the increase saying it would detrimentally affect parishioners Council Tax. It was agreed to increase the Precept by £100 to a total of £2,500 per annum.

**9. Clerk’s report: Salary Summary from HMRC, Statement of Accounts:** Cheque was raised for clerk’s salary of £362.85. An invoice for prepaid stationery expenses of £26.92 was presented by the clerk and a cheque for same subsequently raised.

The clerk presented a statement of the Accounts:

 Community Account £4,133.89

 Premium Account £ 252.19

 **£4,386.08 includes interest**

**10. Parish Council website update:** Councillors agreed to explore the costs of updating the Parish website.

**11. Parish Council donations:** The Council unanimously agreed to making donations to the Scarrowbeck Keeping in Touch magazine of £25; Aldborough Village Care of £50 and £50 each to Alby Parochial Church Council and Thwaite Parochial Church Council.

**12. To adjourn the meeting for public participation:** The public in attendance participated under the titles of 5. and 6. and one member made this comment ‘that the DOE allowed for benches along footpaths under the jurisdiction of the Parish Council’, and he considered that the bench should be allowed. Members of the public also commented on the question of footpaths

**13. Any other business:** Witham’s invoice of £480 for building of the Earth Bridge was presented and a cheque for same was subsequently raised.

**14. Date and time of next meeting:** Wednesday 11 January 2017