**ALBY WITH THWAITE PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on 11 December 2019 at 7.30 pm**

**at Alby Horse Shoes Inn, Cromer Road, Erpingham, NR11 7QE**

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

Councillors Stephen Jordan, Clare McNamara, Sheila Goodley Angus McKenzie

Guest: District Councillor – John Toye

Clerk Rosalyn Dawson

Members of the public were in attendance

1. **Apologies for absence**: None
2. **Parishioners Questions:** None
3. **Declaration(s) of interest:** None
4. **Minutes of the Parish Council meeting on 4 September 2019 were agreed and signed as a true copy.**

1. **Matters arising**: Surface Water flooding at Town Green and Middle Hill was previously `discussed at item 7 in the previous minutes. It was explained that a build-up of mud on the highway at Middle Hill and also at Alby Hill, particularly outside Aldborough School, was making road surfaces slippery and exacerbating poor drainage of surface water. Councillor John Toye explained that a similar problem at a nearby parish had been resolved by road sweeping and suggested a similar resolve for both these stretches of highway. He offered to make similar contacts and will report back to the Parish Council.
2. **Clerk’s Finance Report – (period 6 Oct 2019 to 5 Jan 2020) @ 11 Dec 2019**

The Clerk’s salary of £401.88 and the reimbursement of stationery expenses of £58.13 for above period, were agreed and cheques for the payments were raised.

A spreadsheet showing financial transactions for the above period had been forwarded to Councillors prior to the meeting.

The Clerk presented the Statement of Accounts at 31 August 2019. This will be shown as **ADDENDUM 1** on the Parish Website.

**Community Account balance b/fwd from 31 July £4,155.17**

Income for the period £ 1,500.00

Payments for the period (£1,264.92)

**Community Account balance c/fwd £4,390.25**

Premium Account interested .13

**Premium Account balance c/fwd £ 253.17**

The Clerk requested payment of an invoice of £36.86 received from the NNDC for uncontested election costs. This cost was agreed and a cheque raised.

Under item 10 of the previous minutes it was agreed to fund the cost of bird boxes for Thwaite Common. A cheque was raised for £140 for the invoice presented.

There were no queries raised with regard to the finances.

**7. Budget for 2020/21**

The Clerk informed Councillors that annual donations had not been placed on the Agenda for decision during the current financial year and the need for Antivirus software on the Parish laptop was recommended. It was agreed that both matters be carried forward to 20/21. The Clerk also advised that she had not received any proposals for a Parish project other than a suggestion that lighting be installed at the bus stops. The Clerk considered that the current bank balance could comfortably manage these costs. Councillors agreed there were no significant extra budgeting needs and this would reflect in the decision on the Precept.

1. **Setting the Precept**

It was unanimously agreed that the Precept for the forthcoming year remains at £3,000.

1. **Feedback and Discussion**

* **Road safety signs:** Highways advised that the speed signs should read

‘Town Green’ ‘Please drive carefully’ as this was standard wording. John Timewell/Highways had been informed where the signs be sited. The Clerk to check if a member of the Parish Council should attend on site when the signs are positioned.

* **Parish project:** No response from parishioners to the ‘In Touch’ notice.
* **Bird Boxes on Thwaite Common:** The first phase of construction and siting was complete. The second phase is intended to include local school children to encourage interest in wildlife and the Common.
* **Planting of trees on Thwaite Common:** NNDC were consulted at the last Advisory Group meeting and they advised that extra trees would detrimentally affect grazing and planting on the Common.

**10. Footpath modification – Pack Lane**

The Clerk reported that no decision had been made by the Legal Orders Team at County Council as to whether the Modification Order would be accepted. In Mr Sharman’s response, dated 9 December 2019, he said he would be sending out consultation documents to the Parish Council but that there was a significant backlog of applications. District Councillor John Toye supplied contacts that may be of assistance - The Felbreck Trust, a local Norfolk charity involved in restoring and improving the countryside to benefit wildlife, was one.

**11. Bus Shelter(s) Lighting**

**Councillors agreed to fund the provision of lighting** as lack of it presented a hazard to the public. The Clerk with assistance from the Vice Chairman to obtain some costs for provision of the lighting.

**12. Planning Applications:** will be shown as **ADDENDUM 2** on the Parish Website.

**13. The date of the next meeting was set for Wednesday 18 March 2020.**

**14. Public Participation:** A parishioner reported that local residents were themselves clearing areas of highway where mud and rubbish had accumulated to assist with drainage into gullies. Potholes along Holl Road were also reported. Clerk to gain further information and report to Highways.

**15. The meeting closed at 9.30 pm**