**ALBY WITH THWAITE PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on 9th September 2020 at 7.30pm**

**at The Erpingham Arms, Eagle Road, Erpingham, NR11 7QA**

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

Councillors Stephen Jordan, Clare McNamara, Sheila Goodley Angus McKenzie

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 11 December 2019 and 27 May 20 20 were agreed and each signed as a true copy.**

1. **Matters arising**: Flooding on the road at Middle Hill still occurringespecially on the ‘T’ junction near the post box. Clerk to report to NCC
2. **Clerk’s Finance Report**

The Clerk advised that her salary of £489.60 for the 1st quarter of the year (6th April to 5th July) was submitted on 20 June in advance of the period ending. reimbursement of stationery expenses was £43.55 for above period (this included £30 for the gardening voucher gift). Cheques for both payments were raised after the meeting.

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 @ 6th July 2020. This will be shown as **ADDENDUM 1** on the Parish Website.

**Community Account balance b/fwd from 31 July 2020 £3,753.38**

Income for the period £ 1,500.00

Payments for the period (£ 763.75)

**Community Account balance c/fwd £4,489.63**

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Premium Account Balance b/fwd £ 253.39

Premium Account interested .13

Income (VAT £146.28) £ 146.28

**Premium Account balance c/fwd £ 399.80**

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There were no queries with regard to the statement of accounts.

**Computer transfer of data (costs)**

The Council’s computer services invoice and Job Sheets had previously been sent to Councillors.

Nearly all the councillors expressed concern at the cost of the invoice, addressed to the Parish Council, for the transfer of parish council information from the Clerk’s computer to a new computer she had purchased. Councillor Mackenzie asked the Clerk what parish council information was on the Parish laptop. The Clerk responded saying that she was unsure.

Councillor Mackenzie was concerned that not all parish council information was held on the Clerk’s computer provided by the parish. He volunteered to help ensure that this aim was achieved. In this respect he suggested that the parish Clerk should sign a letter of authority to the software company which would enable him to make enquiries about what still had to be done and how it could be implemented. The chairman asked the Parish Council if it was agreed that Councillor Mackenzie should act, on behalf of the parish council, with Softcraft. No one disagreed, so the Chairman declared that the proposition was carried.

**7. Purchase of new printer**

The Clerk had researched for a printer that was affordable and met the Council’s needs. This was a Canon MG 36505 for the price of £34.99. This was agreed by councillors and purchased by the clerk in advance of the meeting.

1. **Compliance with the WCAG 2.1 legislation**

The Chairman reported that having discussed this matter with neighbouring parishes, the matter was noted.

**9. Financial Regulations and Standing Orders**

The Clerk had updated the Financial Regulations to make them current fit for the purpose of the Parish Council. There was no comment on this matter and it is deferred to a later date.

**10. Donations**

Donations were agreed as follows: ‘Keeping in Touch’ - £50; Village Care - £50; Alby

Church (for grass cutting) - £40; Thwaite Church (for grass cutting) - £40; ‘North Norfolk Cats Lifelong Trust’ (for the sanctuary they gave for feral cats taken from Thwaite Common)

**11. Police Inspectors meeting**

Local Police invited two members from each local council to attend a meeting in which Teresa Futter, the Local Police Inspector for the Sheringham, Cromer, North Walsham and Stalham areas chaired. Local policing plans were discussed and there was an opportunity for questions on crime such as antisocial behaviour, rogue traders, fly tipping etc, in the area. Details on local policing and contact details are on the Council’s website.

**12.** No further contact or information had been received on the **Pack Lane footpath modification**

**13. Bus Shelter Lighting**

The clerk to make contact with interested parties regarding any likely legalities in connection with installing suitable lighting at the bus shelters. Councillor Clare McNamara will seek out likely costings.

**14. Fencing Proposal on Thwaite Common**

The Parish Council has received the latest proposal from NNDC and Natural England, suggesting temporary fencing and a rotation of grazing, with horses, sheep and cattle on different sections of the common, and at different times of the year. The Parish Council is in ongoing discussion about the proposals with NNDC and TCAC. The proposals depend on a grazier being willing to provide the animals and fencing.

**15. Donation in memory of Norman Smith (deceased)**

All in favour of an In-Memoriam donation. Clerk to draft letter to Erpingham Parish Council.

**16. Venue for forthcoming meetings**

The Alby Horse Shoes proprietor has not taken up residence. No decision was made for the next meeting venue.

**17. The date for the next meeting was fixed as Wednesday 9th December 2020.**

**Venue will be confirmed.**

**18. Public Participation**

Dog fouling in the Parish was raised by a resident of the Parish. She reported the matter severe with dog owners leaving their dog fouling bags on trees and on footpaths. Clerk to follow-up.

**19. The meeting closed at 10.15 pm.**