**ALBY WITH THWAITE PARISH COUNCIL**

**Minutes of the Virtual Parish Council Meeting held on 13th January 2021 at 7.30 pm on Zoom Platform**

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

Clare McNamara, Sheila Goodley, Angus Mackenzie

Guest: County Councillor for Highways: John Timewell

Clerk Rosalyn Dawson

Members of the public

1. **Apologies for Absence:** Councillor Stephen Jordan
2. **Parishioners Questions:** None
3. **Declarations of interest:** None
4. **Minutes of the Parish Council meeting on 9th September 2020**

Councillors agreed an amendment to insert two paragraphs in Item 6. ‘Computer transfer of data’. Clerk to activate the changes**.**

1. **Matters arising:**

See item 10 on this Agenda.

**6. Clerk’s Finance Report**

 The Clerk’s salary of £399.38 for the 3rd Quarter was agreed. There were no stationery expenses in the 3rd Quarter.

 Accounting Statements in the format of spreadsheets for the 1st Quarter 6th April to 5th July (amended), 2nd Quarter 6th July to 5th October 2020 and 3rd Quarter 6th October 2020 to 5th January 2021 had been forwarded to councillors in advance of the meeting.

 **Community Account**

 1st Quarter: The balance of **£4,727.00** @ 5 July was agreed

 2nd Quarter: The balance of **£5,421.49** @ 5 October was agreed

 3rd Quarter: The balance of **£4,675.82** @ 5 January was agreed

 The spreadsheets will show as **addendum 1**on the Parish website.

 **Councillors agreed the balances to be correct**

 **Premium Account**

Accrued interest was 0.14p @ 3rd Quarter and the balance c/f is **£399.81**

1. **Budgeting/long term financial control**

A document (spreadsheet) showing the current financial position and a likely projection for the forthcoming year had been sent to Councillors in advance of the meeting. The costings in the document were to assist in reserving funds for future expenditure and agreeing any current expenditure. The details outlined were:

2 no. bus shelter lights not costed

2 no. dog fouling bins not costed

Use of Clerk’s computer@ 50% £126.99

WCAG 2.1 £300.00

Defibrillator Fund (housed in old BT phone box) **(reserve)** £100.00

New notice board **(reserve)** £50.00

Clerk’s salary increase **(reserve)** £75.00

Councillors agreed to fund the cost of £21.37 for a **motion sensor lamp** in the bus shelter on the Alby with Thwaite to Cromer route.

Councillors agreed to meet the cost of £126.99 (being 50% of the total) for the **use of the Clerk’s own home computer and software** over a period of 3 years (which was a stipulation on the Clerk’s employment contract). This was in effect a loan and did not cover wear and tear).

**Dog fouling bins**: decision held in abeyance

**WCAG 2.1**: no decision made

**Defibrillator Fund**: too expensive and prone to vandalism. The decision was made based upon the result of vandalism to a defibrillator in a neighbouring parish

**New notice board**: no decision made

**Clerk’s salary increase**: no decision made

1. **Precept**

Councillors unanimously agreed to retain the Precept at the current level of £3,000.

1. **Bus Shelter lighting**

The cost of the bus shelter lamp was agreed in item 7 on the Agenda. The cost of installation of the lamp is yet to be agreed.

1. **Highway Matters**

Flooding on the road at Middle Hill still occurringespecially on the ‘T’ junction near the post box. The ongoing matter was still causing concern and Councillor Mackenzie had posted photos of the flooding to all Councillors prior to the meeting. Councillor Mackenzie provided John Timewell with Ordnance Survey grid reference 194343 for the location.

 John Timewell raised another ongoing matter of the speeding signs at the entrances of Town Green. He said the signs will be ready soon.

1. **Venue of next meeting**

Matter pending Covid-19 restrictions.

1. **The date of the next meeting was agreed as Monday 15 March 2021 at 7.30pm**
2. **Public Participation**

The Chairman reported a matter he considered urgent for inclusion on the Agenda – vandalism in the Parish as it was of particular interest to parishioners. He reported that money had been taken from a roadside stall and conservation signs on Thwaite Common had been damaged. Clerk to notify the matters to the Community Policing Beat Officer.

A parishioner raised a subject previously advertised in ‘Keeping in Touch’ regarding funding a project for the parishioners and to benefit the Parish. Councillors advised that there had been no take up as a result of advertising except that bird boxes had been provided and installed on Thwaite Common.

Councillor Goodley asked if contacts would use her sheila.goodley@outlook.com address.

1. **Close of Meeting: 9.25 pm**