

**Minutes of the Meeting of Mautby Parish Council held on
Wednesday 11th October 2023 at 7.30pm at Stokesby Community Centre**

Present: Mark Bullent (Chairman)
Amanda Bayfield
Jean Hodgson
Catherine Moore, Parish Clerk

Also present: County Councillor Andy Grant, Borough Councillor Adrian Thompson, and 1 member of the public.

1. Apologies for Absence

Apologies for absence were received from Dean Hewitt and Vivyan Bishop.

2. Co-option of Parish Councillors

There were no nominations for co-option. Councillors were reminded that they needed to recruit new Parish Councillors.

3. Public Forum

a) County Councillor

Andy Grant reported that the registering of the footpath was ongoing and was with the legal department and it's understood that this was progressing up the workload. The restrictions on registering historic footpaths had been lifted. Highways money was available under the Parish Partnership Scheme and other funding streams which Andy could help with for grants. It was noted that the Village Hall was interested in parking bays around the Green to help alleviate parking, although it was noted that parking could not be provided on the Village Green due to specific legislation. Councillors were asked to consider projects for this funding. It was noted that Barn Lane had bad potholes on the public highway section, Andy was asked to discuss this with the Highway Inspector at the next visit.

b) Borough Councillor

Adrian Thompson congratulated the Parish Council on the refurbishment of the village hall so far. The bus shelter had been completed, and the tactile paving was expected within 28 days. A suggestion had been made regarding a dedication to a village fundraiser. The seat had been put in place. The application for lawful use draft response for Hall Farm was still with the solicitor, Sharpe Pritchard. The deadline had been put back twice. Bulbs would be delivered shortly for planting. It was suggested that some could be put around the bus shelter.

c) Public

None.

4. Declaration of Interest for items on the agenda

Amanda Bayfield and Jean Hodgson declared an interest in the Village Hall as a member of the Village Hall Committee.

5. Minutes of the meeting held on Wednesday 2nd August 2023

The minutes of the meeting were **agreed** and signed by the Chairman, proposed by Mark Bullent, seconded by Amanda Bayfield, all in favour.

6. Matters Arising

a) Hall Farm Planning Update

Covered earlier in the agenda.

b) Bus Shelter Project Update

The bus shelter had been installed and was waiting for the tactile paving to be put down by Norfolk County Council which should be within 28 days. It was noted that it looked very good and was being used, and had received nothing but positive comments.

c) Replacement Bench

The replacement bench had been kindly donated by Adrian Thompson and had been installed.

d) Bus Shelter Insurance

It was noted that the bus shelter had been added to the insurance policy.

7. Accounts for Approval and Payment

a) Financial Update 2023/24

The financial update was presented, noting that the Council had £36,330.94 in the bank at 30th September 2023. Of this, £33,047.76 was in earmarked reserves. The Clerk noted that at the time of preparing the accounts the second half of the precept and concurrent functions (£8,315) had not been received, which was why the accounts seemed light on funds, however this was received on 3rd October 2023. The Parish Partnership Fund money for the bus shelter had been received (£3,490) together with local funding for the project (£2,990); £112.84 had been received in interest.

b) Grant Application Mautby Church

The grant application for £1,096 was approved, proposed by Mark Bullent, seconded by Amanda Bayfield, all in favour.

c) Payments

It was **agreed** to pay the following, proposed by Mark Bullent, seconded by Jean Hodgson, all in favour:-

C Moore	Salary Aug & Sept 2023	£290.10
HMRC	PAYE Aug & Sept 2023	£72.60
C Moore	Expenses Aug & Sept 2023	£46.95
Public Works Loan Board	Loan Repayment	£3,163.59

The following payments had been authorised between meetings under the Clerk's delegated authority:

J Dixon & Son	Bus Shelter Runham	£7,7776.00
Cowills Builders Limited	Village Hall Staged Payment (delegated)	£26,203.92

8. Correspondence

a) General Correspondence

It was noted that a complaint had been received regarding the Council's response to the Hall Farm application, questioning the process of discussing things with people. The Clerk had responded and had noted that all of the meetings were open to members of the public to attend, and the Council had heard representations at various opportunities from other interested parties.

9. Planning

- a) New Applications
None.
- b) Decisions
None.
- c) Applications Considered Between Meetings
None.

10. Reports from Councillors and Outside Bodies

- a) General Village Maintenance
It was noted that a template needed to be worked up, and then councillors could go around in turn to check on village assets. **ACTION: Clerk**
- b) Defibrillator, Runham
Amanda Bayfield reported that the Heart to Heart charity had not yet responded on this. The defibrillator was still on a long term loan. Some more emergency response training would be appreciated.
- c) Village Hall Committee Report
Amanda Bayfield gave the Village Hall Committee's report, noting the following key points:
 - The Committee was keen to look at online booking facilities and would look at options for this.
 - The Committee wanted to look at installing broadband into the Hall.

The Chairman reported that the main works to the village hall had been completed and looked great. A number of additional works had been identified which could be completed with the surplus funds from the project, and there were some essential works such as decorating the woodwork which had not been included in the original specification. These would be priced with a view to being completed by 31st March 2024, for audit and financial purposes.

The draft lease had been discussed by a working party from the Parish Council and Village Hall, amendments had been made, and the final draft was presented for consideration, with very minor amendments. It was **agreed**, proposed by Mark Bullent, seconded by Jean Hodgson, all in favour. **ACTION: Clerk**

- d) Village Green
Nothing to report.
- e) Policing and Vandalism
The Chairman reported that he had spoken to PC Gary May recently who had explained changes to how he was being deployed.
- f) SAM2 Results
Nothing to report.

11. Other Matters

- a) Parish Partnership Scheme
Nothing for this year.

b) Planning Training

The dates had been circulated and councillors could attend training as required.

c) Dedication of New Bus Shelter

It was confirmed that Patsy Locke's husband had welcomed the suggestion of dedicating the shelter to her, it was **agreed** to make this formal dedication, proposed by Mark Bullent, seconded by Amanda Bayfield, all in favour. Adrian Thompson agreed to get the plaque made up and the wording was drafted. **ACTION: AT**
It was **agreed** to put up a plaque acknowledging the funding for the shelter, Adrian requested that Jenny's ShedShop should be acknowledged. **ACTION: Clerk**

12. Reports from Councillors (for information only)

A re-opening event would be held once the Village Hall was finished.

The owl box at the school house end had been installed, the neighbour on the other side was not keen on it overhanging his property so the second one was installed in a tree on the village green, within easy sight of the village hall.

13. Date of Next Meeting

Wednesday 29th November 2023 7.30pm, Runham Village Hall.

The meeting closed at 8.40pm.

CHAIRMAN