

Meeting Minutes of Great Melton Parish Council

Thursday 7 May 2020 starting at 7.45 pm, held online using Zoom

Parish Councillors present: Rob Richardson (Chairman), Bruce Fleming (Vice-Chairman), Mary Barnard, Phyllis Curson, David Gregory, Peter Markham and Liesl Richardson. Also present: Luisa Cantera (new Parish Clerk), Chris Lacey (retiring Parish Clerk) and Margaret Dewsbury (County and District Councillor). There were no members of the public present.

1 Meeting opening

The Chairman opened the meeting and thanked everyone for attending the first virtual meeting of Great Melton Parish Council.

2 Apologies for absence

All Parish Councillors were present.

3 Members' declarations of interest in items on the agenda

The Chairman and Liesl Richardson both declared a pecuniary interest in item 6 as tenants of the property.

4 Approval of the minutes of the meeting held on 9 January 2020

The minutes of the meeting were approved without amendment. The Chairman will sign the minutes as a correct record and pass to the Clerk.

5 Appointment of the new Clerk

The Chairman asked the Council to confirm the appointment of the new Clerk. The Council **RESOLVED** to approve the appointment of Luisa Cantera as Clerk with effect from 1 May 2020. The Council welcomed Luisa to her first meeting.

The Chairman allowed Margaret Dewsbury to speak at this point to provide an update on County and District Council matters. Unfortunately she was unable to be heard due to a problem with sound but Margaret was able to convey that she is able to offer the Parish Council a share of a £1,000 grant for a worthy village project. Liesl Richardson's idea was to replace the hatch at the cricket pavilion with a screen in order to assist with social distancing. The Council will need to find out whether the cricket and bowls clubs think this is a good idea. Mary Barnard will make contact with the committee and Phyllis will also make some enquiries. Margaret sent a report to the Council ahead of the meeting which was forwarded to Parish Councillors.

6 Planning

Application number 2020/0595 - Replacement of 15 windows at Whiterails Farm: The Chairman and Liesl Richardson left the meeting for this item and Bruce Fleming took the Chair. The Council gave a 'no objection' comment which will be sent to South Norfolk District Council.

7 Finance

a Approval of the 2019/20 accounts

Chris Lacey introduced the accounts. Receipts totalled £2,279.08 and payments totalled £2,835.10. The Council ended the financial year (31 March 2020) with funds of £13,069.33. The Council **RESOLVED** to approve the accounts as presented.

b Authorisation of payments

The following payments totalling £2,225.84 were approved by the Council:

C Lacey	Salary and expenses	£1458.81
Gt Melton PCC	Donation (s137)	£400.00
Gt Melton Cricket Club	Donation (s137)	£40.00
BHIB Ltd	Annual insurance	£327.03

c Authorisation of letters to the Council's banks

The Council's banks need to be informed of the change of Clerk so that bank statements can be sent to the new Clerk's address. The Council **RESOLVED** to send the letters signed by two signatories.

8 Agreement of a new website

The Council heard how the new Clerk would prefer to set up a new website using the WIX platform that she is familiar with rather than using the Norfolk Parishes platform. The Council **RESOLVED** to move to a free WIX site allowing the Clerk to charge 5 additional hours of her time to build the site.

9 Agreement of membership of the Society of Local Council Clerks (SLCC)

The Council currently belongs to the Norfolk Association of Local Councils which is due for renewal at £123.72; this fee includes £35 for website hosting. The Clerk asked if the Council would pay for her annual subscription to the SLCC of £65. The Council **RESOLVED** to pay for the Clerk's subscription to the SLCC. The Council will not continue with the subscription to the Norfolk ALC due to the additional cost not available in the budget.

10 Items reported by Parish Councillors

Horse signs - Two new signs have been erected by Highways with a further two awaited. The Clerk will find out from Highways when the two remaining horse signs are due to be erected.

'Go Slow' signage - Bruce Fleming asked if it would be possible to have signage in Landlow Lane as this is a speeding blindspot. The Clerk was asked to add this item for further discussion to the next agenda.

Dudgeon Wind Farm update - David Gregory reported that he has spoken to the Great Melton residents who are likely to be affected by the proposed wind farm cable trenches.

Pothole outside Hall Farm - Peter Markham reported that the large pothole outside Hall Farm has now been filled.

Warm thanks for 12 years of service to the Parish Council - The Chairman spoke on behalf of the Council to thank Chris Lacey for his time as Clerk to the Council who will be retiring. The Chairman said that Chris' involvement with the Council has been constant, dedicated, unfailing and professional at all times. Chris spoke to thank the Council and Margaret Dewsbury for being a long-serving team (five members of the Council have been there throughout Chris' 12 years). Chris said he was touched by the thoughtful and generous gift and card [paid for by Councillors personally].

11 Date of the next Parish Council meeting

The Clerk asked Councillors to set the dates for the coming year. The following dates were agreed (all Thursdays): 16 July, 12 November, 21 January and 13 May.

The Chairman closed the meeting at 8.50 pm.