

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair Malcolm Sargent

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

Councillors attending: G Daniels M Sargent M Carter D French D Howell

B Mele R Hutchinson I Maiden C Morley C Wright

Minutes of the Annual Parish Council Meeting on the 13th May 2015

15051	The previous Chair welcomed everyone to the meeting and to the new Parish Council. The Clerk received a signed acceptance of office from all the Councillors. To Elect the Chair of the Bircham Parish Council and receive a declaration of acceptance of office. Gloria Daniels was proposed by M Carter Seconded by Malcolm Sargent The Vote was 9 in favour. An acceptance of Office was received.	Action
15052	To Elect the Vice Chair of the Bircham Parish Council Malcolm Sargent was proposed by Gloria Daniels The Vote was 9 in favour.	
15053	To welcome, receive and acknowledge declarations of office from all councillors These were all received at the beginning of the meeting.	
15054	i To receive declarations of Interest from members. The Chair explained the purpose of this; none were received. ii To receive apologies and record reasons for absence. One apology was received from Jane Cuthell who was on holiday	
15055	To agree the minutes of the meeting of the 11th March 2015 <i>It was resolve to agree the minutes of the last meeting</i> Matters arising not on the agenda There was still concern regarding the field next to the CITB recreation ground which contained a caravan, motor bikes , concerns about noise form Motor bikes racing around the field.	Clerk Planning Owners of the field
15056	To receive announcements from the Chair None	
15057	Public Participation. Report from Borough Councillor, County Cllr M Chenery Neither Borough Councillor or County Councillor were in attendance F Rothwell asked that we seek a 30mph white mark on the road from Flitcham.	

15058	Clerk's Report (attached) The Clerk reported on a number of items since the last meeting Documents of new Councillors War memorial Highways several items already submitted. RES Wind Farm and Solar Farm M Carter and Clerk attended the open day for the Solar Farm and presented a map for the Councillors. Grants for Schemes Clerk Training Letter from Sandringham Estate Norfolk ALC New Councillor Training Website Pensions Regulator Jacks Lane Wind Fm Community Fund.	Clerk
15058A	Following discussion on the report C Morley agreed to prepare the submission for the Playing Field Equipment along with Darren and Claire to be returned to the Clerk for submission. War memorial Comments raised were that we need to put pressure on various bodies, the EDP had shown an interest in funding a small amount. It was possible later to have functions in the village to fund raise and to seek the help of Prince Charles. Came and Company were currently dealing with the claim on behalf of our insurers. (Aviva). There was a strong feeling that the maximum claim should be sought by the insurance company. <i>Mike Carter proposed that we seek a war memorial grant.</i> <i>This was Seconded by C Morley and agreed unanimously.</i> The Jacks Lane Wind Farm (RES) After discussion Mike Carter offered to be the representative from Bircham. <i>All agreed</i>	C Morley, D French C Wright. clerk to Complete the Grant to War memorial. Insurance response. RES Rep M Carter
15059	To receive an update on the noticeboards. Claire & Simon had the new cork for the noticeboards. There was concern re the condition of the noticeboard in the centre of the village . It was considered that a new noticeboard was needed. Kate to apply for a grant Voluntary Action. There was a possibility that CITB might be able to help Claire would let the Clerk have the sizes. Malcolm Easter would be approached re making a Noticeboard.	Claire & Simon Clerk to seek a grant from Voluntary Action

150510	To receive items for the Highway Rangers The Clerk had not had many items to pass on to Highway Rangers Back Lane, and the corner of Lynn Rd with Stanhoe Rd were mentioned and will be added to the schedule sent to Highways. Other reports related to potholes which also be reported but not dealt with by the Highway Rangers.	Clerk to contact Highways														
150511	Financial Report To receive the Annual Bank Reconciliation To present the Annual Accounts <i>It was resolved to agree the Bank reconciliation and the Annual Accounts</i> To consider potential internal Auditors. No firm offers of a new auditor was so far forthcoming. <i>It was agreed to appoint Y Howard for this year.</i> To receive the Insurance Quote The insurance quote from Came & Company was with a different insurer. There was concern regarding the change of insurer at this crucial time whilst a large insurance claim was being made. <i>It was resolved to seek a quote from Aviva and allow Cllr Daniels and M Sargent to agree payment due at the end of May</i> Risk Assessment/ Assets <i>It was agreed that the cover for the War memorial would need to be increased once it was rebuilt. The insurers have stated that this can be done during the year and to revisit the asset register and amend as appropriate.</i>	Clerk to appoint Y Howard this year. Clerk to write for a quote from Aviva														
150511A	To agree signatures for the Bank. It was agreed to add Vice Chair M Sargent to the bank signatures. The current signatories are G Daniels, R Hutchinson. Payments <table><tr><td>Social Club</td><td>£20.00</td></tr><tr><td>NALC Subtn</td><td>£119.00</td></tr><tr><td>Diane Malley</td><td>£48</td></tr><tr><td>Y Howard</td><td>£75 (invoice 2014)</td></tr><tr><td>Clerk Salary</td><td>£324+ travel, training & £50 towards SLCC subscription.</td></tr><tr><td>Caddy Bin refund</td><td>£121.00</td></tr><tr><td>HMRC</td><td>£71.62</td></tr></table>	Social Club	£20.00	NALC Subtn	£119.00	Diane Malley	£48	Y Howard	£75 (invoice 2014)	Clerk Salary	£324+ travel, training & £50 towards SLCC subscription.	Caddy Bin refund	£121.00	HMRC	£71.62	Clerk to post.
Social Club	£20.00															
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Caddy Bin refund	£121.00															
HMRC	£71.62															
150512	To receive any planning applications received after the agenda. None had been received The Clerk reported that the retrospective planning for 2 cranes at CITB had been approved.															

150513	Correspondence received since the last meeting. The Clerk Distributed Good Councillor Guides to the new Councillors and put into circulation the Clerk & Councillor and Signpost. Broadband a resident has offered to assist in obtaining an improved service. Gentleman to be invited to next meeting. The remaining Correspondence was referred to and noted.	Clerk to Invite to next mtg.
150514	To confirm the dates of future meetings with new councillors. The dates previously arranged were also agreed by the new councillors. Next meeting send to Cllrs new and current Standing Orders for agreement. Meeting closed 9.30pm	Clerk to send copies to all members
	Signed...  G Daniels Chair 17 June 2015	

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair Malcolm Sargent

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

Councillors attending: G Daniels M Sargent M Carter, J Cuthell D French D Howell

B Mele R Hutchinson I Maiden C Morley C Wright

Minutes of the Parish Council Meeting on the 17th June 2015

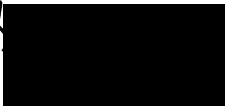
Attendees: D Maiden, C Weldon, R Daniels

15061	Chair G Daniels welcomed everyone to the meeting.
15062	Declarations of acceptance of office were received from Cllr Jane Cuthell.
15063	i To receive declarations of Interest from members. Cllr M Sargent declared an interest in Item 8. ii Expense Claim Forms were received from all councillors who had been to the last meeting (10 councillors) iii There were no reasons given for absence. Cllr D French arrived at 7.48pm.
15064	The declarations of pecuniary Interest were received from all Councillors who had attended the last meeting (10) All expense forms were received from Councillors following the Election.
15064	To agree the minutes of the meeting of the 13th May 2015 Proposed by Cllr C Morley Seconded by Cllr I Maiden <i>It was resolved to agree the minutes, including Cll C Morley's amendments</i> <i>This was agreed unanimously.</i> Matters arising not on the agenda for information only. None. Cllr G Daniels provided a map of tree preservation orders in Bircham. There had been a recent infringement which had been dealt with.
15065	To invite comments from the Public. To receive reports from Borough Councillor A Morrison, County Cllr M Chenery There were no comments from the public and Cllr A Morrison and Cllr Chenery were not present and had not presented a report.
15068	To receive comments for the Planning dept re the Long Meadow Development Planning Officer. Following discussion of the varying views. <i>It was agreed to support the planning application. Vote 5/5 with one abstention.</i> <i>The Chair used her second vote in favour of 10 dwellings.</i> Issues taken to the Planning Dept. * Dangerous access on to the B1153. * Seeking the need for speed restriction measures. * Housing, the previous layout had been preferred. * A concern re drainage and sewerage causing problems on the Fring Rd junction. * Trees - concern re the stability of the remaining trees on the development, especially when roots may be disturbed and exposure to prevailing winds.
15069	To gain an update on the War Memorial Cllr Sargent. Cllr M Sargent had secured a quote from Clivedon Conservation which was considered more acceptable than the Artemis quote. Kent memorials had also visited but their insurance prevented them from taking this further. <i>It was resolved to accept the Clivedon Conservation quote of £6820 + VAT</i> Cllr C Wright proposed Seconded by Cllr M Sargent. <i>All Agreed</i> Vote 9 in favour 2 Abstentions.

15069	Other considerations were that the reconstruction would be done in time and it had already been agreed that it should be replaced in the same position. Clivedon had stated that they could be on site three weeks from the confirmation of instructions. The job would take 8- 10 weeks from confirmation. Cllr M Sargent would investigate these concerns. <i>The Clerk will confirm the agreement to accept the Clivedon Quote following Cllr Sargent's investigation.</i>
150610	To present the Clerk's report. The Clerk updated the Council on the following - i Broadband interests. - ii The current position of the staffing at Norfolk ALC. - iii The Summer NALC Conference. - v New councillor training. - vi The Clerk has registered the Bircham website.
150611	To consider adopting the Norfolk ALC Standing orders (2010) The Clerk prepared copies of the the current standing orders and an example of the new standing orders from another Parish Council. <i>It was agreed to provide time to absorb the material and bring to the next meeting, Recommendations from the Chair, Vice Chair and the Clerk will be brought to the meeting.</i>
150612	To receive a report on the Recreation Ground from Cllr Wright and Cllr French. Claire had received some very useful information from the Playdale company. Darren and Claire have considered three separate recreational areas for different groups. £1000 has been reserved for play equipment and they are seeking to search for quotes There needs to be some consultation with residents. - i To receive an update on the weekly equipment check Cllr Mele. Barry has conscientiously continued to check the play equipment and paint or repair as necessary. He will need to make more birds spikes above the swings. Steps need to be taken to deter boys from equipment they should not be using. Rospa are expected to inspect the Play Equipment during June. - ii To gain information regarding the trees surrounding Long Meadow D Howell. The hedge had been reported to the owner of the property and the hedge material had been removed. It was unfortunate that the material had been left on the side of the verge for almost a week before notifying the Clerk for action.
150613	To receive information regarding Bircham Tofts. Cllr J Cuthell. <i>It was agreed to contact Environmental Health regarding vermin.</i>
150614	To gain an update on the noticeboards. Cllr C Wright. Following discussion it was agreed to investigate the possibility of a joiner locally who might willing to repair / replace the noticeboard at the bus stop. There was a feeling that there were too many noticeboards. Any quotes will be brought to the Clerk.
150615	To receive any issues relating to the Highway Rangers - i Back Lane - ii Pavements. The Clerk explained the reason why Highways are unlikely to do much more in Back lane as it is a soft road, they have agreed to monitor it. Other areas brought to the Parish Council's attention were i) the finger sign on Fring Rd. ii) The overhanging trees particularly at the old vicarage. The Post Office Sign. Should it come down or be painted and used for something else.
150616	Financial Report - i To present the 2015/6 receipts and payments and Bank Reconciliation. Following questions the Payments and Receipts were agreed. The Bank Reconciliation was unanimously agreed. - ii To agree Governance Statement and to complete the External Auditor form. <i>The governance statement was gone through and responses agreed with the Councillors.</i>

150616	Financial Report iii To record the agreement to continue with the Aviva Insurance over the next 3 years iv To the Aviva insurance schedule was accepted. i To present the 2015/6 receipts and payments and Bank Reconciliation. Following questions the Payments and Receipts were agreed. The Bank Reconciliation was unanimously agreed. To agree the payments <i>The following payments were agreed.</i> a Bircham Social Club £30 b Training of all new Councillors NALC £45x 6 £270 c HMRC £62 d Clerk Salary £313.63 Travel £44.20 e) The internal Auditor payment. Y Howard Internal Auditor £75.00
150617	To receive any planning applications received following the agenda. CITB 15/00821/F Resiting of 4 portacabins. <i>The Planning application was approved unanimously.</i>
150618	The correspondence as listed was noted. The Clerk will contact the rector re historical material at the school.
150619	To consider items for the next agenda. To bring a proposal re Clerk's equipment and printing. The meeting closed at 10.20pm

*Signed subject to amendments
 Taken down by the Clerk for next
 months meeting*


 29/7/2015

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair: Malcolm Sargent

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Councillors attending G Daniels M Sargent M Carter J Cuthell D Howell
D French R Hutchinson I Maiden C Morley

Minutes of the Parish Council Meeting on the 29th July 2015

15071 **The Chair welcomed everyone to the meeting.**

15072 **To receive declarations of pecuniary interest. *None were received.***

To Agree the Minutes of the previous meeting

It was agreed to amend the minutes of the previous meeting with the following

i) The Post Office sign would be removed.

ii) The Clerk would present a Budget with current payments to date, showing variance.

15073 ***With these amendments the minutes were unanimously agreed.***

Following this Cllr D Howell asked if he could use the post for a new sign for the Playing Field.

This was agreed

Apologies

The Clerk received apologies from B Mele. C Wright was not in attendance.

To receive a resolution to adjourn the meeting for Public Participation relating to this agenda. *This allows the Public to speak whilst the meeting is closed.*

15074 ***There were no comments from residents.***

Report from Borough Councillor /County Councillor

Neither the Borough or County Councillor were present. The meeting was then resumed.

War Memorial update. Cllr Sargent.

Councillors were given an update on the situation re the War Memorial. The fencing and the War Memorial had been removed and it was hoped to begin the replacement by the middle of August.

a) Response from Highways

15075 The Clerk had advised Highways of the removal of the war memorial and queried the ownership of the triangle of land. Highways stated that the land was Highway land and that prior to the replacement of the War Memorial a Streetworks permit would need to be sought by Clivedon Conservation. The Clerk had alerted Clivedon of this requirement. The Clerk also enquired whether the kerbing could be replaced. Unfortunately, this would not be include in the Highway budget, however they would be willing to provide a quote for the replacement under the Parish Partnership Scheme. The Clerk was asked to gain more information re the height of the kerbing, or a possible alternative.

The Clerk's Report

15076 The Clerk updated the Parish Council on the progress made regarding King George V1 School and its memorabilia. The memorabilia was in a safe place apart from a plaque which needed to be removed. The Rev P Cook, The Diocese and the Sandringham Estate were in contact re the future of the school and would keep the Parish Council updated as they gain clarity. Rev P Cook asked that local people were consulted re the placement of memorabilia.

The School is being managed by a group subcontracted by NCC. It was noted that the recreational area was being neglected.

- 15077 **a) To gain a feedback from Cllr Mike Carter on RES Community Funding (Jack's Lane).**
 First panel meeting had met and provided a grant to Bircham Cricket club of £5000. The total Fund was £46,000 of which £29,000 had been allocated. £17,000 is still to be allocated. Anyone who wishes to seek funding for a particular project should submit this to Norfolk Community Foundation by September. The next allocation will be considered at their meeting in November.
 The Parish Council will receive minutes of all RES decisions. Cllr M Carter reminded Councillors that any submissions should be open to all ages. Following this discussion it was proposed that Chris Morley would become the grant application coordinator.
This was unanimously agreed.
 Cllr M Carter stated that the Solar Panels being planned for Jacks Lane would also provide an annual fund which would be more lucrative.
- b) To explain the proposals being made by Blue Energy (Chiplow Wind Farm) Cllr Carter / Clerk.**
 Cllr M Carter and the Clerk attended the meeting with Nicola Clemo from Blue Energy where she explained the activities which will be taking place over the next 7 months at this site.
 Planning permission had been sought for 5 Wind Turbines, one of the five will not be built as it would interfere with Marham radar.
 There will be significant activity and lorry movements over the next 6 weeks.
 Piling works will begin between 8am and 4pm from 3rd August lasting for 4 weeks or less, depending on progress. The Turbine foundation concrete pour is scheduled from 31st August.
 This will mean that for 4 days in a 2 week period there will be heavy traffic from the Coxford Quarry to the site via the B1454 and Syderstone Road. All works will be completed by February 2016.
 The Wind Turbine Fund will be for £16,000. It has not yet been decided whether this fund will be overseen by Norfolk Community Foundation but it will be available from 2017.
 There was Councillor concern that the road was not in a good condition and the loose stone areas for overtaking, are dangerous. The Clerk will register this complaint with highways and Nicola Clemo of Blue Energy.
 D Howell suggested that there is a fund that provides grants before the wind farm has been completed this was not conveyed to Cllr Carter or the Clerk at the meeting.
- 15078 **To consider the amended Standing Orders Cllr G Daniels/ Cllr M Sargent.**
 The amended Standing Orders were presented to Councillors for the meeting; the Chair suggested that Councillors reviewed these for a decision at the next meeting. The Clerk indicated that there were a few Standing orders that would need to be updated to meet with current legislation. SO 3.11, SO 12.9 is out of date. NALC SO 18 must be included by law. The Clerk will provide a list of updates for Councillors and the Chair.
- 15079 **To discuss the possibilities of bids to the Norfolk Parish Partnership.**
 The following potential schemes were discussed. Further information is to be sought prior to considering a possible bid to the Parish Partnership.
 a) SAM 2 -- Cllr M Sargent reported back on his findings re this system.
 b) Cllr I Maiden had gleaned some information re VAS flashing signs.
 Cllr M Sargent stated that the most effective deterrent is the Community Camera enforcement, particularly when it is possible to prosecute offenders.
It was proposed that the Parish Council continues with their camera monitoring and will seek to request that Highways paint 30 mph signs and slow down signs on all roads entering the village.
 c) Kerbing around the War Memorial; this had been discussed under item 15075. We will enquire whether the kerbing could be raised and consider seeking a grant.
 d) Trods, there was concern re the difficulty of walking round the old vicarage corner due to trees overhanging.
 The Clerk will seek further information from Highways.
- 15079 **A hedge which is causing a safety and traffic hazard was discussed on the junction of Crow Lane, Houghton Rd and Lynn Rd.** The Clerk has notified Highways and will contact them again reinforcing the safety and potential traffic danger when accessing Lynn Rd.
- 150710 **To consider the maintenance of the Pond area.**
 Richard Foster who volunteers to maintain the pond area by cutting the grass and maintaining the pond is concerned about the extent of pond bank which is giving way.
It was agreed to invite R Foster to the next meeting.

150711 To campaign for a BetterBroadband.

Richard Forbes- Robertson was welcomed to the Parish Council Meeting.
He has offered to assist with his expertise in raising the profile of improved Broadband speed in Bircham. There are a number of people who work from home in Bircham. Richard himself works early in the morning to achieve the best results; Mr R Forbes-Robertson and the Clerk are working together to seek a result as soon as possible. It was agreed to remind residents to write to NCC and or BT to make sure they are aware of their frustration and need for a resolution.

150712 To gain an update on the refurbishment of the Noticeboards.

a) To consider the responses from residents to the repair / replacement of the Bus Shelter noticeboard. There are two possibilities for a replacement noticeboard at the bus shelter. D French gave the Clerk a quote for a replacement, also it is a possibility that R Preston would be able to refurbish the noticeboard, D Howell offered to speak to Robert.

150713 Finance

a) To present a running account of payments and receipts against the Budget for 2015-16 (on separate sheet).

b) Current Community Bank Balance £9415
Saver Account £8209 Total £17624.

c) Payments

Clerk Salary / Expenses	£ 935.81
HMRC	£269.39
Bircham Social Club	£30.00
Newsletter Church Maintenance	£350.00
Norfolk Parish Training Partnership	£27.000

The Payments and Receipts and Budget statement were approved and agreed.

150714 Correspondence

Neighbourhood / Upfront leaflets.

Site Allocations & Development Management Policies. Cllr C Morley and Cllr G Daniels will represent the Parish Council at the meeting.

Emails between P Cook, G Copsey A Nash C re King George V1 School.

C Henson email re hedge complaint

Mark Taylor Police re Crime & Burglaries

Norfolk Parishes Partnership (Highways)

Better Broadband Karen O ' Kane

Highways - there is still concern re the Trees overhanging at the junction of Stanhoe Rd with Lynn Rd. The Clerk will write to the owners. The Signpost on the Fring Rd still has not been replaced. The Clerk will write again to Highways.

150715 Date & time of the next meeting Wednesday 9th September 7.30pm Bircham Social Club.

Signed.....M Sargent Vice - Chair 9th September

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair Malcolm Sargent

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

Councillors attending G Daniels M Sargent M Carter J Cuthell D French
D Howell C King I Maiden B Mele C Morley C Wright

Minutes of the Parish Council Meeting 9th September 2015.

Residents attending were Mr & Mrs S Eyres B Wilson, D Preston, R Daniels. R Foster

15091 The Chair G Daniels welcomed everyone to the meeting and received apologies from Councillors I Maiden, M Carter, B Hutchinson and D French.
Apologies were also received from Rev P Cook.

15092 To receive declarations of pecuniary interest. None were declared.

To agree the Minutes of the meeting on the 29th July.
Cllr M Sargent proposed that the minutes of the 29th July be agreed, seconded by Cllr C Morley,
15093 All agreed.

Matters arising for information only.

The Clerk raised the matter of the Footpaths map. *It was agreed to replace the Footpaths map.*

15094 To receive a resolution to adjourn the meeting for Public Participation relating to this agenda. This allows the Public to speak whilst the meeting is closed.

Residents expressed a range of encouraging suggestions relating to a possible celebration event for the Queen's 90th Birthday. (Item 5)

Report from Borough Councillor /County Councillor

No Councillors were present.

To consider preparations for the Queen's 90th Birthday.

This agenda item produced a range of interesting ideas, including stalls, a street party, possible catering.
Cllr C Morley referred everyone to the Buckingham Palace website.

15095 There was a need to confirm the date of such a celebration. It was agreed that volunteers would need to come forward to enable an event to take place. There was also an recognition that funds would need to be raised to finance such an event. The venue suggested was the recreation ground.

It was agreed that it was important to gain the views of residents before such an event was taken further.

The Clerk's Report

15096 The Clerk updated Councillors on a number of issues including the tasks Highway Rangers had completed, correspondence, the Site allocations & Development hearings. An update on anticipated broadband provision, an offer of free rock salt. and an update on the proposed website.

War Memorial update. Cllr Sargent.

Everyone agreed that the completed War Memorial refurbishment was first class. The Clerk would write to Clivedon Conservationists conveying our appreciation for their care and speedy completion of this memorial.

15097 Further comments made were that there was concern re the number of vehicles which were prepared to meet the junction on the wrong side of the memorial. Also, councillors would like to collect photographs and evidence of the history of the war memorial. Councillors remember scrap book at the school which may be of interest.

There was a concern regarding the condition of the Longacre hedge which inhibited a good view of the junction.

To approve the amended Standing Orders

15098 Cllr Daniels, Sargent, Morley and the Clerk suggested amendments to the current SO. It was agreed to accept the revisions made by Cllr Daniels and Cllr Sargent as well as the amendments made by Cllr Morley and the Clerk. The Standing Orders will be brought to the next meeting for ratification.

15099

To consider proposals for the maintenance of the Pond Area.

Richard Foster attended the meeting to express his concerns regarding the Pond

He stated that

- the banks had sunk and slipped into the pond.
- He suggested that a digger was required to build up the banks again and in doing so widen the pond to its original size. The cost was a guesstimate of £3000 for an 8 tonne digger, manpower & time.
- The autumn was the most appropriate time to execute this as the ground water and water table was reduced.
- Richard has attempted to trim the sides but this takes time and damages Richard's strimmer. It requires a more robust brush strimmer.
- Currently the pond is being maintained on a voluntary basis by Richard Foster, ^{Foster A.} Mr father senior and Peter Hamley.
- It was agreed that the maintenance of the pond needed to be revisited, and explore potential funds to complete this work.
- Richard Foster agreed to cut the hedge.

It was agreed that this needed to be revisited and to explore possible grants to fund this project.

Simon Thompson would be asked to complete the brush cutting. Richard agreed to help if Simon was able to do the job. Malcolm Page would be approached to complete general strimming around the pond area.

** 2 Foster is seeking grants & will let us know the total cost*

150910

To receive quotes for the Bus Shelter Noticeboard.

a) To receive a motion to accept one of the quotes.

The three quotes were presented for agreement. Cllr M Sargent proposed and Cllr J Cuthell seconded a proposal to accept the offer from Malcolm Page.

All agreed

150911

To agree representation at the resumption of the Site Allocations & Development Management Policies Hearings.

It was agreed that Cllr G Daniels would represent the Parish Council at the Site Allocations & Development meetings on the 30th Sept and the 17th November.

150912

Finance

a) **To present a running account of payments and receipts against the Budget for 2015-16**

The Budget provoked interesting discussion particularly in its compliance with a set budget.

b) **Current Bank Balance**

Community Account £7080.03 Business Account £8209.61

c) **Payments**

Play Inspection	£78.00
Clerk Salary/Expenses	deferred.
Bircham Social Club	£30
HMRC	deferred.

150913

Correspondence (refer to Clerk's report)

Highways Manager Sally Bettinson was willing to meet with Councillors to discuss items including the protection of the War Memorial.

Karen O'Kane expressed a willingness to meet the Parish Councillors.

Councillors were requested to let the Clerk know if they would like to attend the Autumn Conference at Ffolkes Arms Hillington.

A request for a donation from EACH.

A request form the Norfolk Hospice for a donation.

A review of Licensing Policy under the Licensing Act 2003.

150914

Date & time of the next meeting Wednesday 21st October at 7.30pm at the Bircham Social Club.

The meeting closed at 9.45pm

ISOHIS Clerk to pursue Drivers Insurance Company.

Signed



.Chair Cllr G Daniels 14th October 2015.

CLERK'S REPORT SEPTEMBER 2015

Information received since the last meeting

Standing orders review.

Please refer to the standing orders issued last meeting and to the amendments suggested by Cllr C Morley and the Clerk in a separate email too long to add again here.

War Memorial

I am sure that you are all pleased to see part of the War Memorial back in place. The stone cross is still to be completed and a piece of Portland stone for an indent to the lower block. Once here (should be this week) we can get on and finish.

The railings are now completed which will be fitted next week and gravel infill.

I will forward the invoice to the Loss Adjusters as soon as I receive it from Clivedon Conservationists.

Sally Bettinson is willing to meet with Councillors and myself at a date to be agreed in the next two weeks to discuss provision around the War Memorial.

Highway Rangers

Report to Parish Council

B1155 Stanhoe Road – Cut back hedge around SAM sign.

*B1155 Stanhoe Road – Cleaned out kerb offset.

Juckoo Hill Road – Cleaned out kerb offsets

*B1553 Docking Road – Cut back hedges around signs

*B1153 Bircham Road – Cut back hedge around bend sign and slow sign.

*C86 Snettisham Road – Cut back hedge around national speed limit sign and 30mph sign.

*B1153 from noticeboard to entrance to the Old Rectory – Cleared mud and leaves from footpath, swept footpath, cleared mud and leaves from the kerblines and swept the kerblines.

Footpath Noticeboard

I have had a positive response back and once this is agreed it can be replaced fairly quickly about £50.

Noticeboard Bus Shelter

We have received three Quotes for the replacement of this noticeboard.

The Pond Maintenance

I provided some information to prevent the bank slipping into the pond from an experienced person. Richard does not think this will be sufficient. He has sought information from elsewhere.

Correspondence list.

Society of Local Councils Membership

Norfolk RCC Newsletter

Norfolk Community Action.

Clerks & Councils

Emails during August.

Tree preservation order Hyde Close 2/TPO/525

Quotes re Bus Shelter Noticeboard.

Site Allocations Resumption of Inspectors consultation.

30th Sept Committee Room KLWN

18th November “

Tuesday 17th November Wembley Rm Lynn Sport. 9.30 onwards Bircham.

Training Reminder

Introductory course taking place on 14 & 21 September from 7-9 pm both evenings.

Broadband

Karen O'Kane is willing to attend a meeting to answer any queries

For customers of BT related Internet Service Providers, this won't work for people with other providers e.g. TalkTalk.

<https://www.btwholesale.com/includes/adsl/adsl.htm>

For non BT ISP customers:

<https://windows.mouselike.org/be/index.asp?DoAction=PCPChecker&postcode=01508494346>

Just over 200 properties in Great Bircham served from Syderstone cabinet 2. A fibre upgrade is planned (subject to survey) under the second Better Broadband for Norfolk contract, implementation will take place during 2016 and 2017, sorry I can't be more precise on dates yet.

Bircham Newton has 118 properties, with a mixed picture:

17 are served from Syderstone cabinet 2 99 from Syderstone cabinet 1 which currently has no fibre upgrade planned. The remaining properties are served directly from the Syderstone local exchange. A new fibre cabinet is planned (subject to survey) as part of the second contract, to serve these properties.

38 properties in Bircham Tofts which are too far from a fibre enabled cabinet to benefit from Superfast speeds.

Bircham has five 5 properties which are also a long distance from any fibre enabled cabinet, so Superfast speeds are not available.

There is further funding, and by the end of the year, I expect to know which additional areas will benefit.

Rock Salt

We can have some rock Salt free of charge if we are prepared to collect from the store.

Norfolk ALC

County Officer Helen Ollett-Nash

As your newly appointed County Officer for Norfolk Association of Local Councils.

The Autumn Seminar for Clerks and Councillors will take place on **Thursday 12 November 2015** at the Ffolkes Arms, Hillington from 10.30am to 3.00pm.

Website

I have registered Bircham Parish Council. There is currently a delay whilst the new server is put in place and updated.

Preparation for Queen's 90th Birthday 21st April. I have been in touch with Sandringham Estate to see whether any arrangements are being made elsewhere and I am awaiting a reply.

Kate Sayer

Bircham Clerk

11th May 2015.

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair Malcolm Sargent

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

**Councillors attending G Daniels M Sargent M Carter J Cuthell D French
D Howell R Hutchinson B Mele C Morley C Wright**

Minutes of the 14th October 2015 Parish Council Meeting

Residents attending R Daniels

15101 Welcome and announcements from the Chair

The Cllr G Daniels welcomed everyone to the meeting.

15102 The following Councillors were unable to attend

Cllr J Cuthell, Cllr M Carter, Cllr R Hutchinson. Reasons for their absence were unanimously accepted.

15103 To receive declarations of Interest. There were no declarations of interest on any item on the agenda.

15104 To Agree the Minutes of the previous meeting

Additional items were recorded in the minute book, following this the minutes were agreed.

To receive a resolution to adjourn the meeting for Public Participation relating to this agenda.

There were no comments from the public.

15105 Cllr M Chenery had contacted the Clerk and encouraged Councillors to attend the Docking Parish Council which would be attended by T Coke re the Recycling Centre at Docking. The meeting was resumed.

Resignation of Councillor - Publication of Casual Vacancy.

15106 The Chair expressed her regret that due to family commitments Cllr I Maiden had submitted her resignation from the Parish Council. During her time as a Councillor I Maiden had been a positive contributor to the Council. The Clerk had notified the Borough Council.

It was agreed to place a notice in the newsletter for a casual vacancy.

To approve the Bircham Standing Orders 2015.

Cllr G Daniels will print the final Standing Orders prior to the next meeting. Following the agreement at the previous meeting, two items were added.

15107 1 Motions to be submitted to a meeting will be presented to the Clerk at least 10 days prior to the meeting. 2 There was also discussion re the item on no smoking and no alcohol: these are a legal requirements at Parish Council meetings.

Cllr C Wright proposed that these amendments and the proposed Standing orders be agreed.

15108 Report from the Clerk. The Clerk reminded the Councillors of the Autumn Seminar at the Ffolkes Arms in November and sought representation from the Parish Council.

The Chair suggested that the Clerk attended.

To receive an update on the proposed closure of the Docking recycling centre.

15109 The NCC are proposing to close the Docking Recycling Centre saving £70,000, and reducing the days available at the Heacham Recycling Centre. From April 2016 the Heacham will only be open from Thursday to Sunday. Following further discussion, Cllr Malcolm Sargent and Cllr C Morley would attend the meeting the following evening.

To gain an update on Noticeboards

It was questioned why the Bus Stop noticeboard was not yet in place. Mr M Page had volunteered to provide the noticeboard by the end of Sept, however this was not confirmed with him until the latter part of Sept. The Clerk would contact M Page to see if there was a problem.

15110

Pond maintenance.

R Foster had asked two companies to quote for work to be done. He had not been able to help Simon Thompson with the reed cutting. Simon has also looked at the two other noticeboards which needs the cork backing to be replaced but this will not be done until the weather is better.

151011 To receive a report on the the Site Allocations and Development enquiry. Cllr G Daniels.
Cllr G Daniels was unable to go to the previous meeting but the most important meeting is in November which Cllr G Daniels will attend.

151012 To receive an update on the recommendations made by Highways on the safety of the Memorial.
Sally Bettinson met Cllr G Daniels, Cllr M Sargent and the Clerk at the War Memorial to discuss further possibilities to avoid a further accident. The Highways Engineer was extremely helpful and suggested a deeper kerbstone. She will prepare a quote for us to consider, and seek to apply for 50/50 Village Partnership Funding. This will not be available until April 2106 - 2017. We also discussed the 30mph signs at the entrances to the Village. The Fring finger post requires a bracket and is on order. The Clerk reported a concern from residents re the lack of cats eyes on the Stanhoe Rd to the 30mph sign towards CITB. He has been told that there is no funding to replace these. The Clerk will write to Highways to gain clarity re this and if so why the cats eyes may not be replaced.

151013 Update on a possible event for the Queen's 90th Birthday.
There had been no response to the suggestion of an event for the Queen's 90th Birthday. It was recognised that there are some groups who would like to celebrate the event.
It was agreed to place it in the newsletter again.

151014 Finance 2015 - 16

a) To present a running account of payments and receipts against the Budget for 2015 - 16
Total Expenditure £6603 Budgeted Expenditure £4955
(additional expenditure not identified in the budget)

The Clerk presented the running payments and receipts. There was concern that there was not a direct correlation between the expenses and the remaining balance on the budget.

The Councillors wished the remaining budget to correspond with the total payments.

Current Bank Balance £7007 Savers Bank Balance £ 9414.88 Total Bank Balance £16422.29

b) Payments

Sandringham Estate Rent	£ 600
EACH	25
Tapping House Hospice.	25
Community Action Norfolk CAN	20
Autumn Seminar	40
Bircham Social Club	20
HMRC	47.20
NRCC (CAN)	20
Printing Postage May/Oct	199.88
Budget Course	35
NPS Footpath Map	60
Clerk's Sept Salary /Travel	210.52

The Clerk expressed concern that the insurance company had not yet settled the claim for the War Memorial, the Clivedon Invoice was not addressed. The Clerk was asked to ensure that the insurance company sought a claim from the car owner's insurance.

151015 Correspondence

The Village Link Action Group. This meeting had been arranged at very short notice and no-one was able to attend the meeting. A short report had been circulated. We received thanks from the Clivedon team for our letter of thanks; They had enjoyed completing the project. The Clerk had received the final report from the Loss adjusters who had forwarded it to the insurers. The Parish Council had received an invitation to the Docking PC meeting re the Recycling Centre.

151016 Date & Time of the next meeting Wednesday 25th November 2015
(including Preparation of the 2016 - 17 Budget) at 7.30pm at the Bircham Social Club.

The meeting closed at 9.30 pm

Signed

.....Chair Cllr G Daniels 25th November 2015.

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair Malcolm Sargent

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Councillors attending G Daniels M Carter J Cuthell D French

D Howell R Hutchinson B Mele C Morley C M Sargent C Wright

Minutes of the Parish Council Meeting on the 25th November 2015

Welcome and announcements from the Chair

15111 The Chair welcomed everyone to the meeting, especially Richard Forbes Robertson and PCSO C Stephens.

15112 To receive declarations of pecuniary interest *None were declared.*

To agree the minutes of the 14th October meeting

15113 *The above minutes were unanimously agreed.*

To receive a resolution to adjourn the meeting for Public Participation relating to this agenda.

This allows the Public to speak whilst the meeting is closed. The meeting welcomed PCSO Chris Stevens. Chris gave a report on Monks Close, some disturbance and fireworks was set off at a rented property. Also the field that has been causing problems next to the playing field at CITB was brought to the

15114 PCSO's attention. Scrap metal being dumped and motorbikes using the field causing a nuisance, the PCSO suggested that as soon as this is noticed please ring the Police station. The Clerk will write to Sandringham and Houghton to ascertain the ownership of the land and will alert the Brough Council re dumping of metals

The meeting resumed.

Parish Council Co-option

15115 There were two applicants. The Councillors were asked if they had any questions for Richard Forbes - Robertson, who had attended the meeting. There were no questions posed. At this point the Chair asked the applicant to leave the room whilst a decision was made. Councillors had been circulated with the applications. The other applicant Sylvia Langfield had a prior commitment and was unable to attend the meeting. Both applicants had written very good letters and would make worthy councillors. Following discussion a vote was taken.

Sylvia Langfield was voted in 6:3 and therefore will become the additional Bircham Parish Councillor.

The Clerk reported back on the Autumn Conference.

51116 This had been a very good conference, well organised. There had been significant changes to the staffing at Norfolk ALC, with expertise in IT, Websites and a new County Officer who was on holiday and therefore unable to attend. The Conference dealt with Emergency Planning, particularly flooding, although it was recognised that parish councils should consider other possible emergencies and their response. Mobile Traffic signing. Neighbourhood Planning in Norfolk and the Transparency Code, especially ways in which we might benefit from a small grant towards set up costs of a website from the Government.

It was proposed by Malcolm Sargent and seconded by Jan Cuthell that the Clerk applies for the grant

This was unanimously agreed.

To present and ratify the Standing Orders 2015.

15117 The Chair circulated hard copies of the Standing Orders. She emphasised that no alcohol could be brought into the Parish Council meeting. This had been added to the SO.

There was concern that the SO did not include all the agreed amendments.

The Chair stated that the agreed SO would not be revisited for 6 months.

To consider issues relating to the Playing Field

a) **Maintenance of the Playing Field**

This was not addressed at the meeting.

15118 b) **Dog Fouling**

Following discussion, it was agreed to put an article in the Newsletter. Anyone who witnesses dog fouling should take a photograph of the offender and report the incident directly to the Borough Council. It was accepted that there were adequate notices warning dog owners.

15118 c) Response to the grant application (RES)

It was queried why the application had not been successful. There were concerns that the zip wire and other equipment had not met the condition that applications should cater for a wide age range.

It was agreed that a further application would be circulated before Christmas for agreement. Cllr M Carter stated that the application would need to be submitted by the 3rd week in December. Cllr D French and Cllr C Wright were asked to consider further items of play equipment in order to produce another application, among these would be baby equipment and swings for older children.

15119 Finance

a) To present a running account of payments and receipts against the Budget for 2015/16

The payments and receipts were presented. One cheque for £20 had not been included.

The Clerk reported that a VAT refund for 2015 had been claimed and received.

Councillors were still unhappy with the presentation of the accounts.

The Clerk and the Chair will provide a different format.

b) Current Bank Balance

The previous balance, current payments and receipts were shown with estimated costs to the end of the year to inform decisions on the budget. Estimated payments to the end of the year are approximately £17651. This should leave a reserve in the bank of just over £10,000. This is subject to no further unexpected expenditure in the year 2015-16.

The current bank balances on the 25th November were £14021.

c) Payments

The Clerk reported that the War Memorial Invoice had been paid between meetings

The amount, as shown on the payments and receipts schedule, was £8184.

The amount received from the insurance company was £6891.

It was agreed to increase the insurance of the War Memorial to £25,000 from £14,000 with immediate effect.

Clerk Salary Sept/Oct and Nov	£779.66
Bircham Social Club	£ 20.00
HMRC	£181.60
Gt Massingham Car Scheme 2015 Donation.	£150.00
Pond Maintenance R Foster.	£85.00
Street light maintenance contract 2015-16	£196.18
NPS Replacement Cheque for Footpath map	£60.00

The above payments were agreed

151110 To review and agree the Bircham Parish Council Budget for 2016-17

The Clerk presented a budget for 2016-17 with a comparison with years 2015/16 and 2014/15.

The Clerk was asked to include in the proposed budget, the cost of the Village Action (bus scheme), Protection of the War Memorial (Parish Partnership scheme for kerb stones), Pond Clearance and provision for the set up of the Transparency Code.

There was a long discussion re the Budget as there were some significant increased costs.

It was agreed that the PC would not pursue the Parish Partnership Scheme. The Clerk would bring an amended budget to the January meeting and seek information from the Borough Council re the Parish Rate if the precept was increased.

151111 Correspondence

Letter from Village Action re the Bus Scheme

A thank you letter from Tapping House for the donation was received.

The above correspondence was noted

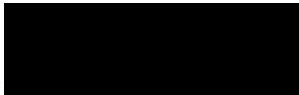
151112 2016 Parish Council meeting dates were presented for agreement.

Future meetings were agreed for 2016 as Wednesdays at 7.30pm

13th January, Annual Parish Meeting 16th March, Annual Parish Council Meeting 4th May, 15th June, 3rd August, 7th September, 19th October and the 30th November. 11th January 2017.

The meeting closed at 10.15pm

Signed.

A black rectangular box redacting the signature of the chair.

Chair G Daniels

13/1/2016

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair Malcolm Sargent

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

Councillors attending G Daniels M Sargent M Carter D French

R Hutchinson S Langfield B Mele C Morley C Wright

Minutes of the 13th January 2016 Parish Council Meeting

Residents attending Jane Beeson - Clark, R Daniels, C Weldon, C & F Rothwell.

- | | |
|-------|--|
| 16011 | The Chair wished everyone best wishes for the New Year and welcomed County Cllr Michael Chenery to the meeting.
The Clerk had received apologies from Cllr J Cuthell and Cllr D Howell. Their apologies were accepted. |
| 16012 | New Councillor Sylvia Langfield signed the declaration of acceptance of office and returned the registration of interests form. Cllr S Langfield was welcomed to the Parish Council. |
| 16013 | Darren French declared an interest in the planning item 15/02057. |
| 16014 | <i>The minutes of the 25th November 2015, proposed by Cllr M Sargent, Seconded by Cllr M Carter were unanimously agreed.</i> |
| 16015 | County Councillor M Chenery introduced himself and explained the vote and closure of Docking recycling centre, and the Fire Station at Heacham for which he had greater optimism. The final budget meeting would take place in February when it would become clear whether the Docking Recycling Centre would gain a reprieve. |
| 16016 | The Clerk's Report
The Clerk presented an update of the insurance for the War memorial in which Aviva had put the claim from the driver's insurance in the hands of DWF solicitors to seek reclamation of funds.
Councillors were reminded to let the Clerk have any information for the Highway Rangers; Rangers only deal with items brought to their attention. A volunteer had come forward offering to help with Speed watch. The Clerk was continuing to follow up information in relation to the field adjacent to the CITB recreation ground. |
| 16017 | Planning Applications
15/02026/FM Poultry Farm Sedgeford.
The Parish Council proposed that an objection be sent to the Borough Council in relation to the Poultry Units at Sedgeford. Comments were that it is potentially dangerous to health, a potential increase in transport through the village and the smell, at times when the wind is in the direction of Bircham. There was support from Henry Bellingham MP and Lord Melchett who had provided a lot of useful information.
<i>An objection to the planning application was proposed by Cllr C Morley, seconded by Cllr M Sargent. Items All agreed.</i>
15/02057/0 Outline Planning, Rose Cottage, 75 Docking Rd Gt Bircham.
<i>The Parish Council approved this outline planning application.</i> |
| 16018 | Submission for the Grant - Play Equipment
Cllr B Mele provided some advice for the swings and replacing part of the equipment. It will be necessary to contact the suppliers of swing equipment to discuss replacing the swings. Cllr M Carter informed the Council that the deadline is 1st April 2016. <i>It was agreed that the submission would be returned to the Parish Council and Clerk for authorisation and posting.</i> |
| 16019 | Borough Council Site Allocations inspector's meeting
Cllr M Sargent attended and reported that Mr K Ives and Mr F Rothwell had also attended and offered their comments. The Borough Council preference was still for Birch 1. The Government Inspector has not yet made a decision re the Parish Council proposals and their objections to the Birch 1 proposal. |

160110 To present the plans for the Cricket Pavilion

This was deferred to the next meeting as Cllr D Howell was unable to attend.

160111 Finance

i Current statement of Accounts were presented.

It was resolved to agree the accounts.

ii To present an update of the 2016/7 Budget

It was proposed by Cllr B Hutchinson and seconded by Cllr C Morley that £500 be set aside for the potential Bus service. *This was unanimously agreed.*

The amended budget including £500 for the potential Bus service was agreed following discussion. It was agreed to review the ongoing maintenance of the pond and to take any additional funds for the pond from reserves.

iii To set the precept 2016/17 including the grant of £290

It was resolved to agree the precept of £10420. Proposed by Cllr B Hutchinson, Seconded by Cllr M Sargent. This was unanimously agreed.

iv To agree the payments for January 2016.

- a) Mazars £120
- b) Bircham Social Club £30
- c) Clerk's salary for December 2015 £144
- d) Aviva additional insurance already paid £25.

It was resolved to agree the above payments. This was proposed by Cllr M Carter, seconded by Cllr M Sargent. All agreed.

160112 Correspondence

Clerks & Councils Direct.

Mr G Simmons/ Mr Lefever emails were brought to the attention of the Parish Council.

Aviva Solicitors were now pursuing the insurance company of the car owner re the War memorial for the Cost and the £250 excess due to the Parish Council.

Borough Monitoring Officer had returned three forms re registration of interests.

Norfolk Community Action grant information

The Clerk asked that the date for March 16th be changed to 23rd March.

No objections were raised.

The meeting closed at 9.50pm

Signed ..  Chair Cllr G Daniels 23 March 2016

Bircham Parish Council Meeting

Chairman: Gloria Daniels Vice Chair Malcolm Sargent

Buttermere, Lynn Rd., Hillington, King's Lynn PE31 6BJ

Clerk Kate Sayer Email: birchamclerk@hotmail.co.uk 01485 600825

*Councillors attending G Daniels M Sargent, M Carter J Cuthell, D French
D Howell, B Mele C Morley C Wright*

*Minutes of the 23rd March 2016 Parish Council Meeting
Residents attending Penny Watts, Marion French, R Daniels.*

160301	The Chair welcomed everyone to the meeting following the Annual Parish meeting. The Clerk had received apologies from Cllr R Hutchinson and Cllr S Langfield; these apologies were accepted.
160302	<i>The minutes of the 13th January 2016, proposed by Cllr M Sargent, Seconded by Cllr M Carter were unanimously agreed.</i>
160303	Declaration of Interest. Darren French declared a pecuniary interest in the planning item 16/00348/0
160304	Public Participation No further comments were made. The Borough & County Councillors did not attend.
160305	The Clerk's Report The Clerk has sought an update on the King George V1 School , which was that the property was likely to be transferred to the NCC from the Norwich Diocese. The Transparency grant for small councils was applied for and payment had been received. Field adjacent to CITB. The Clerk was continuing to follow up information in relation to the field adjacent to the CITB recreation ground; there had been three communications from officers in the Planning Enforcement Dept. CIL A consultation is currently active and will close at the end of April on the new proposals. It largely, although not completely, replaces the S106 payments for larger developments. Councillors who wish to study this consultation, should let the clerk have their responses so that a combined reply can be returned by Bircham Parish Council.
160306	Planning Applications 16/00348/O Outline some matters reserved Rose Cottage 75 Docking Road Great Bircham <i>The Parish Council approved this outline Planning application.</i>
160307	To approve the submission for the Grant for the Play Equipment The two items of equipment applied for includes a Seahorse and a climbing frame metal and plastic, plus fitting; plus the necessary ground covering material. It was agreed that these pieces of equipment would be located at the top end of the recreation ground close to the trees. Thanks were expressed to Cllrs Darren French, Claire Wright and Chris Morley for their background research. The submission as presented was proposed by Cllr J Cuthell and seconded by Cllr M Sargent. <i>This was agreed.</i> The Clerk would complete and sign the documentation, including all outstanding requested documents.
160308	To gain an update on the Bagthorpe Rd Field. The Planning Enforcement team are monitoring this field, and have visited the site. They did not believe that anyone was living in the caravan.
160309	To present the plans for the Cricket Pavilion. <i>Deferred.</i>
160310	Finance 1 Current statement of Accounts & Payments End of Year Accounts to 23rd March 2016 were presented.

