

TROWSE WITH NEWTON PARISH COUNCIL

Minutes of the Full Council, held on 17th October 2022 in The Manor Rooms, Trowse at 7.15pm.

PRESENT

Cllr Bowers (Chair), Cllr P. Greenizan, Cllr A Greenizan, Cllr Long, Cllr Haynes, Cllr Owen, Cllr Barnes, Cllr Price and Kate Leggett (Clerk)

047 (001) APOLOGIES

Cllrs Neal and Thomson (District and County)

048 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs on the Manor Rooms Management Committee and Cllrs who are allotment holders.

049 (003) MINUTES OF THE PREVIOUS MEEETING

Minutes of the meeting held on the 27th September 2022 were **AGREED and signed.**

050 (004) PUBLIC FORUM

a)

District report – As Cllr Neal was unable to attend the clerk read out a report. Added as an addendum to these minutes.

County report – As Cllr Thomson was unable to attend the clerk read out a report. Added as an addendum to these minutes.

b) Public

Resident asked about the parking scheme stating that she felt there was no need for it. It is still a very live topic in the village. The clerk told those present that the window for commenting should be open on the 11th November and she would ensure that details were made available to those who wanted to comment. We have yet to formally hear that this is the correct date.

Chris Bowers and Tony Brookes have rotovated the wildflower strip ahead of planting tomorrow morning. The quote for the work from our contractor was thought to be too high and therefore a rotavator was hired for the task.

The wicket gate at the top of Block Hill leading to Whitlingham is loose. **Clerk to investigate repair.**

Some of the new street light fitting remain empty. **Clerk to investigate why they haven't been transferred over from the existing ones.**

051 (005) CO-OPTION OF NEW COUNCILLOR

Following candidate interviews the co-option of Mr Jordon King was announced. Mr King took a seat at the table.

052 (006) MATTERS ARISING FROM PREVIOUS MINUTES (UPDATE FROM THE CLERK)

A brief discussion around the amplification for meetings was had. The tables had been arranged in a different layout to help with projection. This was thought to help a little.

053 (007) COMMITTEE UPDATES

Sign 

Date 21/11/22

6.1-

Finance Committee update.

Cllr Haynes took those present through the latest Finance Committee meeting discussions. Ongoing issues with banks are being slowly sorted.

Cllr Haynes requested a copy of the Open Spaces 23-24 budget from Cllr Price.

P and Comms update.

- Cllr Bowers took those present through the discussion held at this month's P and Comms meeting. We are awaiting the delivery of the next newsletter.

Cllrs are getting set up on Teams and the clerk is now fully up and running.

Cllr Bowers explained that sub committees have taken ownership of their individual budgets for 23-24.

Open Spaces update.

- Cllr Price updated those present on the most recent Open Spaces meeting.

The Strategic Six are looking for funding for the coming year and they have proposed a new cycle route from Poringland to Whitlingham.

054 (008) FINANCE

a – Bank reconciliation had been sent to Cllrs in advance. **All agreed and Bank Reconciliation signed**

b – Agree payments/receipts for September 2022. **All agreed and sign by the chairman**

c – Cllr Bowers took those present through the timetable and process for budget setting. The final budget will go through Finance committee before being ratified at full council in December, ahead of precept setting in January.

d – Clerk gave an update on the Nationwide account following a trip into branch with Cllr Bowers.

e – Cllr Bowers took Cllr through the Budget monitoring document explaining that only 3 of the 18 recommendations were still outstanding.

055 (009) PLANNING

a – EIA screening for May Gurney site. A discussion took place around the document that had been produced by the clerk and shared with Councillors. **Resolved that all are happy for clerk to formalise this document into a response for SNDC planning comments. All in favour.**

b – **2022/1902** – 2 Devon Way, Trowse. Tree works. No objections.

056 (010) OPEN SPACES

Common

a – clerk gave an update on the planned dredging of the ditch. This should take place the week beginning 7th November.

Allotments

b – Clerk gave Councillors an update on the allotment waiting list.

Cemetery

c – Cemetery gates. Cllr Bowers gave an update on the gates. We are waiting for them to be delivered at a mutually convenient time.

Sign 

Date 21/11/22

Highways and Open Spaces

d – Village sign update. The clerk gave an update regarding the village sign. It was explained that due to the current poor state of the original sign it was not thought suitable for putting outside again, so it will be restored and mounted indoors. Ideas for a new sign design will be sought using the Newsletter.

e – Parking scheme. This is till a hot topic and details will once again be put in the newsletter. It is hoped that we will have a definitive answer as to how/when to make representations soon.

057 (011) EVENTS

Cllr Long took those present through the Christmas light event. We have now sourced a Father Christmas and events and craft stalls will be located in the manor Rooms.

The clerk has started to make arrangements for a village celebration for the Coronation of King Charles III on 6th May 2023. This is to be placed under the remit of Open Spaces. There was a brief discussion around the tradition of supplying the local school children with a commemorative item in celebration. It was thought that a book might be a more suitable alternative to a spoon or mug.

058 (012) POLICIES

a – Model Standing Orders. **Policy had been read by all and amendments made. Proposed to adopt by Cllr Price, seconded Cllr Haynes – all in favour. Model Standing Orders adopted.**

B – Health and Safety Policy. **Policy had been read by all. Proposed to adopt by Cllr Bowers, seconded by Cllr Long – all in favour. Health and safety Policy adopted.**

Clerk to place these policies on the website.

059 (013) AOB

A discussion around providing warm hubs for the residents was had. It was though that this was a good idea. Clerk to make more investigations. It was thought that the Parish Council can work in partnership with the Manor Rooms. Volunteers will need to be sought for helping with refreshments. Clerk to liaise with Manor Rooms.

It was noted that the village shop alterations had been approved. **Clerk to send a letter of support to the owner, welcoming them to the village.**

060 (014) DATE AND TIME OF NEXT MEETING

Next meeting is 21st November 2022 at 7.15pm in The Manor Rooms.

Meeting closed at 8.44pm.

Decisions/Actions	Delegated to
Block Hill/Whitlingham wicket gate repair	Clerk
Street light fittings	Clerk
EIA response	Clerk

Sign *A Bowers*

Date *21/11/22*

Amendments to Model Standing Orders	Clerk	✓
Cllr Price to send Cllr Haynes a copy of Open Spaces draft budget request	Cllr Price	✓
Policies to be added to website	Clerk	✓
Letter to new shop owner	Clerk	

Sign

Date