

PLUMSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 7 December 2020 at 6.30 pm at Plumstead Church

Present: Nick Fulford (Chair), David Logan, Jonathan Pilbrow,
Catherine McMahon, Julie Cometa, Carolyn Price (Clerk)

*Under Government guidelines in relation to Coronavirus, social distancing was maintained at all times
A risk assessment was in place and adhered to*

1 Apologies for absence

None.

2 Declarations of interest

None.

3 Minutes of the meeting held on 10 February 2020

The minutes of the meeting held on 10 February 2020 were approved and signed as a true record by NF.

4 Minutes of the extraordinary meeting held on 1 July 2020

The minutes of the extraordinary meeting held on 1 July 2020 were approved and signed as a true record by NF.

5 Matters arising from the meeting held on 10 February 2020

- As the landowner did not give permission for the planting of trees on the meadow, the Clerk did not follow up the North Norfolk District Council's tree planting initiative.

6 Matters arising from the extraordinary meeting held on 1 July 2020

- The VJ Day event held at the Flagpole Garden on 15 August was very successful.

7 Open Session for Members of the Public to speak

No members of the public were in attendance.

8 Report from Councillor Aquarone

Councillor Aquarone had submitted a report in advance of the meeting, which will be posted on the website. (Action: CP)

9 Report from Councillor Bütikofer

There was no report from Councillor Bütikofer.

10 Police Report

The Clerk reported that PC Gower-Smith is trying to obtain the results from the Traffic Data Recorder that was fitted in Cherry Tree Road recently.

11 Clerk's Financial Report

The Clerk referred to her financial report which had been circulated prior to the meeting. A copy is attached to these minutes.

Although the May Annual Meetings were cancelled due to Covid-19, the Chairman & Clerk published their usual annual reports.

A Safeguard Review of the Parish Council's bank account was undertaken in April 2020 by HSBC, in liaison with the Clerk & Chairman.

12 Planning Applications

None.

13 Precept 2021/22

It was proposed by DL and seconded by JC that the precept should remain unchanged for 2021/22. The Clerk will submit the return to North Norfolk District Council. (Action: CP)

14 Flag Flying ~ criteria for flying the flag

Councillors agreed to slim down the list of Royal birthdays that the Union Jack is flown for to the following: the Queen, Prince Philip, Prince Charles, Princess Anne, Prince Edward and Prince William. The flag will continue to be flown for key national dates, as now. A request to fly the flag on New Year's Eve and New Year's Day was considered and rejected. It was suggested that a County flag could be flown for general birthdays, rather than the Union Jack. (Action: CP). Councillors reiterated that the flag should not be flown for any political reasons/events. JC will update the list accordingly. (Action: JC)

15 Refurbishment of the Village Sign

Two quotes had been obtained for the refurbishment of the village sign. After some discussion, Councillors agreed to go ahead with the quote from Fiona Davies for £680. (Action: NF)

16 Boules Competition

- It was proposed to hold a Boules Competition on Saturday 29 May 2021 at Plumstead Green. NF has spoken to the PCC and they are happy to provide refreshments, with any income going into Church funds.
- The Clerk will add the date to the village newsletter 'clash diary'. (Action: CP)

17 Risk Assessment of Parish Council's assets

As in previous years, NF will ask Steve Price to assist. (Action: NF)

18 Pond & Wildlife Meadow

- Councillors discussed the possibility of reducing the amount of grass cutting at the pond to provide more wildlife areas, but it was acknowledged that this could become untidy and more difficult to maintain as well as discourage visitors to the pond area. It was therefore proposed by NF and seconded by JP and supported by DL that the current grass cutting contract should remain unchanged and the Clerk will liaise with Mark Rule. (Action: CP)
- Some of the beech hedging has died and it was agreed these should be replaced by other native shrubs. JC will investigate. (Action: JC)
- NF will look at additional seating for the pond area, including rustic benches, and report back to Councillors with possible options. (Action: NF)
- CM/JC will update the pond noticeboard. (Action: CM/JC)

19 Correspondence not included on the agenda which has not been circulated via email

None

20 AOB

- Covid-19 Support: During the first lockdown, the Clerk was responsible for coordinating the Village's support initiative and liaising with volunteers to help those who were self-isolating and unable to procure provisions or medicines. The Clerk reported that there were no support requests during the second lockdown. Councillors thanked the Clerk.
- Currently Linda Fulford looks after the defibrillator, with support from JP. This will continue.

21 Matters agreed by email prior to the meeting held on 7 December

- As JC was not at the meeting on 10 February, where the Council had been unable to fill the position of Vice-Chair, NF spoke to JC on 19 March and she agreed to take on this role. Councillors were duly informed via email.

- Councillors agreed to the renewal of the Insurance Policy at a cost of £301.95 from 1 June 2020.
- The Chairman wrote to The Rt Hon Alok Sharma MP on 31 May regarding the creation of an offshore ring main.
- Councillors agreed to make a donation of £150 towards a Judicial Review for the windfarm appeal.

22 Meeting dates 2021

The following dates were agreed:

- Monday 8 February ~ Plumstead Church
- Monday 10 May (Annual Meetings) ~ Plumstead Church
- Monday 6 September ~ tbc
- Monday 6 December ~ tbc

Meeting closed at 7.45

PLUMSTEAD PARISH COUNCIL

FINANCIAL REPORT FOR PLUMSTEAD PARISH COUNCIL MEETING TO BE HELD ON 7.12.20

Bank Statement carry forward as of 12.11.20	£7,823.51
Cash book carry forward as of 12.11.20	£7,823.51
Parish Council money (ie cash book balance minus ring-fenced grants/donations/village event money, 2000 Fund income)	£2,930.87

Income received since closure of 2019/20 Accounts (ie 31.3.20)

30.4.20	£1,375.00	First instalment of Precept
1.5.20	£109.58	VAT Refund (1.6.19 – 31.3.20)
30.9.20	£1,375.00	Second instalment of Precept
1.10.20	£100.00	Donation from Carolyn Price*

(donation made in recognition of the fact that there had been less work for the Clerk during the quarter of July – September due to the covid-19 situation)*

Payments made since closure of 2019/20 Accounts (ie 31.3.20)

25.4.20	£32.49	Nick Fulford	Weedkiller/petrol
5.5.20	£90.00	Mark Rule	Grass cutting at pond April 2020
5.5.20	£301.95	Zurich Municipal	Insurance Renewal 2020/21
17.5.20	£27.29	Nick Fulford	Petrol/Knapsack sprayer/pipe insulation
31.5.20	£60.00	Mark Rule	Grass cutting at pond May 2020
17.6.20	£35.00	Information Commissioner	Annual Data Protection Fee
30.6.20	£60.00	Mark Rule	Grass cutting at pond June 2020
30.6.20	£250.00	Carolyn Price	Clerk's salary (April – June 2020)
30.7.20	£12.50	Carolyn Price	£10 voucher & plant for Linda Fulford
13.8.20	£60.00	Mark Rule	Grass cutting at pond July 2020
13.8.20	£150.00	Raymond Pearce	Windfarm Judicial Review {2000 Fund}
22.8.20	£54.84	Nick Fulford	Wine/Plastic Cups {PEG money} & Paint/Brush/Petrol {PC money}
1.9.20	£30.00	Mark Rule	Grass cutting at pond August 2020
1.9.20	£1.00	Barningham Estate	Annual Peppercorn Rent for Meadow
30.9.20	£250.00	Carolyn Price	Clerk's salary (July – September 2020)
4.10.20	£90.00	Mark Rule	Grass cutting at pond September 2020
1.11.20	£30.00	Mark Rule	Grass cutting at pond October 2020

EXPENDITURE FROM RING FENCED INCOME SINCE CLOSURE OF 2019/20 ACCOUNTS

NCF GRANT (Flagpole Area)

Opening Balance 1.4.20: £42.40

Expenditure (ex-VAT): £0.00

Closing balance as at 12.11.20: £42.40

DONATIONS FROM PLUMSTEAD EVENTS GROUP

Opening Balance 1.4.20: £142.63

Expenditure (ex-VAT)

22.8.20	£34.50	N Fulford	Wine/Plastic Cups for VJ Event 15.8.20
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Closing balance as at 12.11.20: £108.13

INCOME FROM OPEN GARDENS & SUMMER FAIR 2018

Opening Balance 1.4.20: £1,781.33

Expenditure (ex-VAT): £0.00

Closing balance as at 12.11.20: £1,781.33

INCOME FOLLOWING CESSATION OF PLUMSTED 2000 FUND

Opening Balance 1.4.20: £3,110.78

Expenditure (ex-VAT)

13.8.20	£150.00	Raymond Pearce	Contribution to Judicial Review (re Windfarms)
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Closing balance as at 12.11.20: £2,960.78

Carolyn Price (Clerk): 12.11.20