

MINUTES OF DOCKING PARISH COUNCIL MEETING

Held on the 19th April 2018 in the Ripper Hall 7pm

1. The Chairman welcomed everyone to the meeting.

2. Public Session. None present

3. Present: - Mr Wroth, Mr Able Mrs S Playford, Mrs Edge, Mr Meek, Mr Todd, Mr Cooke, Mr R Playford, Mr Gillett and Mrs Hack

Apologies Mr Crompton.

Not in Attendance, None

4. Declaration of interests on agenda items. Mrs Playford item 10 planning

5. Minutes. The minutes of the 13th March General Meeting 2018 were proposed Mrs Edge seconded Mrs Playford and carried. The minutes of the Annual Parish meeting held on the 13th March 2018 were proposed Mrs Edge seconded Mr Todd and carried.

6. Matters arising

6.1 Street light Station Road. This matter has now been fixed.

6.2 Trees Manor Farm. This matter has been attended to.

6.3 Grass contracts. The clerk has signed contracts with NCC and CGM for cutting the verges in the village for the coming year.

6.4 Rangers Work. Jobs have been completed, next visit in June

6.5 Electricity from the Recycling Centre. The County Councillor has not responded to the clerk's email.

6.6 Whin Close Visit. The clerk informed the meeting of the date and time councillors had been invited for the visit.

7. Correspondence.

7.1 Speed watch coordinator reported she has 11 people to start the scheme so things are moving ahead.

7.2 Grass contracts see item 6.3

7.3 Community Transport appeal for £1000 for bus service. After a discussion the Council agreed a figure of £400 as no allocation had been put in the budget. Clerk to inform them of this decision. Proposed Mrs Hack seconded Mrs Playford and carried.

7.4 Borough Council changes to polling regions. The Monks Close area will no longer be in the Parish of Docking following the boundary changes.

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7.5 Church Warden, request for information. It was agreed the clerk would provide a copy of the Parish Plan.

7.6 VAT changes to registration number, clerk to file.

7.7 Copy of letter from resident re the pond in Station Road. He confirms he has been back in touch with Highways and they will come back to the Parish Council with an outcome.

7.8 Copy of an email a resident received from her MP. A resident sent a letter to her MP about housing and planning matters in the village. He has offered to meet the Parish Council so the clerk will try and arrange a date.

8. Agenda Items for Council decision.

8.1 Purchase of Bench The clerk had received details of a bench made from recycled materials. It was agreed the clerk should go ahead and purchase a 1.5-metre bench to replace the one destroyed by the accident on the Bircham Ringstead Crossroads.

8.2 Charity Accounts. Mrs Hack presented the accounts for the Allotment for Recreation Charity. Opening balance £34,810.66, income £2,024.20, expenditure £2,291.97 so new closing balance of £34,542.89. Donations were agreed for the playing field committee £900, the church £500 and the cubs £300. Two other donations will be considered next meeting if application letters are received from the organisations.

Charity for the Labouring Poor, Opening balance £47,017.23, income £2,028.64, expenditure £0 closing balance £49,045.87. After a short discussion it was agreed the clerk will speak to the school secretary to contact Mrs Hack to see if the fund could help support transport or trips for some children.

8.3 Charity donations see 8.2

8.4 Equal Opportunities Policy. The clerk had prepared a policy for the Parish Council which is required by the Jack's Lane Grant application. It was proposed by Mrs Edge and seconded by Mrs Playford it be adopted.

8.5 Data Protection Act. The clerk informed the meeting he had attended training in Norwich on the new procedures and the requirements placed upon the Parish Council. He has received documents that need to be completed and asked for a councillor to work on the documents with him. It was proposed Mr Able work with the clerk. The clerk will give Mr Able some dates in the future. The clerk has registered the Council with the Information Commissioners Office at a cost of £35. This is a requirement on the Parish Council. The clerk will work to ensure the council is compliant with the Act by the 25th May when it becomes law.

9. Financial Matters.

9.1 Accounts approved for this month.

Name	Business	net	VAT	Gross	Non-Reclaimable VAT
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K and M	Street Lights	£ 18.60	£ 3.72	£ 22.32	None
Eon DD	Electricity	£ 39.19	£ 1.96	£ 41.15	None
CGM	Grass cutting	£ 81.40	£ 16.28	£ 97.68	None
John Ward	ICO reg	£ 35.00	£ 0.00	£ 35.00	None
BCKLWN	Litter Bins	£206.00	£ 0.00	£206.00	None
NALC	Subs	£238.83	£ 0.00	£238.83	None

Proposed Mr Gillett seconded by Mr Todd and carried.

9.2 Financial Statement. The clerk presented the statements for 31st March. There were no questions.

9.3 The clerk informed the meeting that he had prepared the annual accounts and they were going for internal audit this week. Once completed he will bring them back to the next meeting for the formal adoption of the internal audit and Governance.

10. Planning Matters 18/00476/F Bennet Mews- demolition of porch and cladding approved no comments. 18/00542/F Dunroming- changes to garage approved no comment. 18/ 00545/RM Norfolk Barn- changes to landscaping no objection, approved.

Approved Plans by the Borough Council – 18/00254/O Mill Lane outline planning approved 27th March.

11. Any other business (for information only) and to consider any item for next general meeting.

Mr Todd asked that the resident of Manor House be asked to look at the condition of his wall near the Horse Chestnut tree as it is in danger of coming down.

Mr Meek reported pot holes in East Lane, clerk will report.

Mr Todd said a gulley was blocked in Church Place and needed clearing, clerk to report to Highways.

Clerk was asked to email the Borough Councillor to see if a preservation order could be placed on the pond on the pastures as it is home to many toads.

Road repair in Station Road opposite the new development on the old garage site needs attention as it is sinking.

1 more allotment has been rented out, there is still one vacant that could be split into 2.

Close 8.35 pm

Date of the next meeting 17th May 2018. The first meeting will be the Annual Parish Council Meeting followed by the General meeting. The first meeting will start at 6.45pm