

DOCKING PARISH COUNCIL – Minutes 16th July 2020

Clerk: Mrs Michelle Wroth

Tel: 01485 517055

Email: docking.council@outlook.com



1. Welcome by the chair

2. Public Session - NONE

3. Present: Cllr Pillinger, Cllr Able, Cllr Playford, Cllr Wroth, Cllr McKenna, Cllr Cooke, Cllr Crompton, Cllr Meek
Apologies: Cllr Edge

4. To receive declaration of interests on agenda items - None

5. Confirmation of the minutes, General Meeting 18th June 2020 – All in favour

6. Matters arising from last meeting

- 6.1 COVID-19 GRANT – A discussion took place as to how to spend the grant which was received for COVID-19. All in agreement that the grant could be used to purchase hand sanitiser stand and bottles of sanitiser for the Village Hall and the Playing Field once they re-open
- 6.2 Training – There will be the opportunity for the full council to have training delivered via zoom, training will be added to the agenda in September to discuss further.
- 6.3 Gateways – Update received from Highways unfortunately due to the width of many of the verges there are only 2 suitable roads for Gateways to be erected, Fakenham Road and Sedgford Road. Cheque will be issued along with the paperwork to move forward with these.
- 6.4 Flashing 30MPH sign – The Clerk updated the Councillors that the 2 flashing 30mph signs are owned by Highways and are still on a maintenance schedule. They will arrange for the signs to be checked and any missing lights fixed.
- 6.5 Equipment for Councillors – With the likelihood of continuing to run via Zoom for the coming months the Chair had investigated purchasing tablets for each of the Councillors. These would be assets of the Parish Council and returned to the Council if a Councillor were to stand down. The tablets would also hold an email address which was just to be used by the Councillors so it would keep council correspondences away from personal emails. Several of the Councillors were unsure on the purchasing of equipment but agreed that they could all use new email addresses. Action – Clerk to setup gmail addresses for all Councillors and they will then change the password for security. It was also agreed that equipment could be added to the September agenda as more information may have been released on virtual meetings.
- 6.6 Tett Turrets – Cllr Crompton and Cllr Cooke updated the Council on the schedule which had been proposed by Fleur, they felt that due to inflation then the proposed value would not cover the costs for upkeep of 10 years. They both felt that £10,000 was a more reasonable amount. Action – Clerk to email Fleur
- 6.7 Allotments – Three Councillors and the Clerk had inspected the allotments. Most of the allotments are in very good condition; however, there were 2 which need attention. Action – Clerk to write to the allotment holders and ask for them to be attend to the issues and bringing them inline with the signed agreements.
- 6.8 Community and Neighbourhood plans – After the advert earlier in the year asking for volunteers for the Neighbourhood Plan 12 residents had come forward and would be interested in finding out more about the time that would need to be given for the project. Item carried to September meeting to discuss how this can be moved forward.
- 6.9 BT Kiosk – Unfortunately, the Parish Council are no longer able to adopt the BT Kiosk on High Street as BT have plans in the future to sell the piece of land which is sits on.
- 6.10 Village appearance – Cllr Playford and Cllr McKenna had walked around the village to look at areas which could be added to the CGM contract which is in place. They had highlighted several sites around the village however were unsure in the pieces of land are public or privately owned. Cllr Crompton offered to cut the hedge surround the Parish notice board and paint the notice board. Cllr Meek offered to clear some of the branches within the pond by Bayfield's Surgery.

7. Correspondences received, and decision required

- 7.1 – Jack Wind Farm representative – As Mr Gillett has stood down from the council the Wind Farm Panel requires a new representative. Cllr Able provided an overview of what was required as he had sat on the panel before Mr Gillett, Cllr Meek offered to become the representative. Action – Cllr Meek to contact Jo Madden

8. County Councillor and Borough Councillor updates – No updates provided

9. Finance

9.1 To approve accounts for payment – All in favour and carried

Name	Business	Gross
K and M (DD)	Street Lights	26.17
Eon (DD)	Elec – June Charges	55.88
CGM (DD)	Grounds Maintenance for Month	97.68
Clerk (Chq 101881)	Salary and Expenses	423.42
HMRC (Chq 101882)	Tax	93.20
NALC (Chq 101883)	Good Councillors Guides	44.00
NCC (Chq)	Partnership Scheme 20/21 – Gateways	4,164.00

9.2 – Bank Reconciliation – all agreed and carried

10. To consider any planning matters – No Planning matters

11. Items **to be added** to the following months agenda – (NOT FOR DISCUSSION DURING THIS AGENDA ITEM)

- Claypits
- Allotment fee review

12. Close at 8.30pm