

DOCKING PARISH COUNCIL – MINUTES 24TH SEPTEMBER 2020

Clerk: Mrs Michelle Wroth

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1. Welcome by the chair

2. Public Session - NONE

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

4. Co-option of new Councillors: After advertising for the casual vacancies upon the Parish Council the 9 applicants were invited to attend the meeting. One applicant withdrew their application and 2 applicants did not attend the meeting. Each of the 6 applicants had time to explain why they had applied and the skills/experience they felt they could bring to the Parish Council. A vote then took place to fill the positions. 3 vacancies were filled due to majority votes and the Chair used his casting vote for the last vacancy. The new Councillors are Cllr N Smith, Cllr J Andrea, Cllr S Harris, and Cllr P Waldie. **Action** - Clerk to arrange for all paperwork to be issued to the new Councillors and returned to BCKLWN where necessary.

5. To receive declaration of interests on agenda items - NONE

6. Confirmation of the minutes, General Meeting 16th July 2020

7. Agenda items

- 7.1 – Adopt Standing Orders; the Clerk had issued a new copy of the NALC model Standing Orders and these were adopted by the Parish Council
- 7.2 – Adopt Financial Regulations; the Clerk had issued a new copy of the NALC model Standing Orders and these were adopted by the Parish Council
- 7.3 – Risk Register; the Clerk had created a Risk Register for the Parish Council however there were further details required or agreement from the Councillors. **Action** – Clerk to circulate and to be finalised in the October meeting.
- 7.4 – Parish Council Noticeboard – Currently the Parish Notice board is located outside the village shop, for members of the public to read notices they must stop on the pavement which can cause issues for social distancing. **Action** – Clerk to contact Village Hall Committee to ask whether the board could be placed on the Ripper Hall beside the current notice board
- 7.5 – Allotment agreement and fees – The Cllrs discussed the current annual fees for the allotments and agreed that the fees will increase to £15 a year from October 2020. A discussion also took place regarding the allotments and how they are being used. The Cllrs agreed that the purpose of the allotments is to grow fruit/veg and flowers for the tenants use and consumption and not to sell or undertake a business in respect of the cultivation and production. Also, livestock or poultry should not be kept other than a reasonable number of hens. **Action** – Clerk to amend tenancy agreement and circulate to Cllrs before issuing to the current tenants.
- 7.6 – Christmas Tree – Cllr Pillinger suggested that the Parish Council could purchase a Christmas Tree to have erected within the Village this year. The suggestion was supported by Cllrs and a discussion about location took place. The Church used to erect and light a tree however have not recently **Action** – Clerk to contact Rev Cook and ask whether the Church were thinking of doing the same this year as Cllrs felt that the village wouldn't need two. Clerk also to contact the school to see whether the 'Field of Dreams' could be used and reimburse for using electricity, with an additional suggestion that the children could make decorations for the tree.

8. Correspondences received, and decision required

- 8.1 – Ripper Hall Committee COVID-19 expenses incurred – The Ripper Hall Committee have purchased hand sanitiser so the hall could re-open, the Cllrs agreed that the Parish Council would reimburse the committee using the COVID-19 grant for £289.92.
- 8.2 – Docking Rangers FC – Email received from Docking Rangers FC asking whether the Parish Council would be prepared to be named as a joint applicant for the new pavilion. The Cllrs unanimously agreed that they could not decide based on the email. **Action** – Clerk to email the Treasurer to ask whether a representative from the football club could attend the October meeting so further discussion could take place on the matter.

9. Finance

- 9.1 To approve accounts for payment – all agreed and carried

Name	Business	Gross
K and M (DD)	Street Lights	26.17
Eon (DD)	Elec – August Charges	57.74
CGM (DD)	Grounds Maintenance for Month	97.68
Clerk (Chq)	Salary and Expenses	1,039.04
The Ripper Hall (Chq)	Speed Watch 7 x meeting room hire	70.00
The Ripper Hall (Chq)	Room Hire for Parish Council Meetings	154.00
Westcotec (Chq)	SAM2 Unit, data collection unit, brackets, and posts	4,567.20
CGM (Chq)	Verge cutting 12 th August	49.20

9.2 – Bank Reconciliation – statement not received before publishing agenda

10. To consider any planning matters

Ref. No:	Address	Planning Details	Parish Councils Stance	BCKLWN
20/01210/F	Oddfellows Manor, Fakenham Road, Stanhoe, PE31 8PX	Variation of Condition 1 attached to Planning Approval 19/00767/F: Variation of condition 2 & 3 of planning permission 16/00965/F: Variation of conditions 2, 3, and 16 and removal of conditions 8, 10, 11, 13 and 14 of Planning Permission 13/01203/F	Support	

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

- Cllr email addresses
- Village Bins
- Working Groups
- Claypits – Land Registry to be circulate prior to meeting

12. Close at 20.55