

DOCKING PARISH COUNCIL – JANUARY 2022

Clerk: Mrs Michelle Wroth

Tel: 07591 514580

Email: docking.council@gmail.com

1. Welcome by the Chair

2. Public Session – 4 members of the public attended, matters which they shared with council covered:

- NCC spending approx. £18.5m on the NDR, Norwich City Centre revamp and cycle ways however they cannot spend money on cutting the verges in the village and time taken to repair roads within the village
- Help can be given to move the SAM2 machine around the village if required

3. Present: Cllr Smith, Cllr Meek, Cllr Wroth, Cllr Harris, Cllr Able, Cllr Rout, Cllr Cooke, Cllr Crompton, Cllr Waldie, Cllr Bennison, Cllr Andreae

Apologies: NONE

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

5. Confirmation of the minutes, General Meeting 18th November 2021 – Cllr Harris proposed, Cllr Wroth seconded, decision carried

6. Agenda items

- 6.1 – Adopting Standing Order – Cllr Harris proposed, Cllr Waldie seconded – Decision carried
- 6.2 – Adopting Financial Regulations - Cllr Smith proposed, Cllr Andreae seconded – Decision carried
- 6.3 – Annual Review of Risk Assessment – Discussion took place, and it was proposed to add an additional risk of not having a hearing loop in the meeting location. Cllr Wroth proposed the risk assessment with the addition, Cllr Bennison seconded – Decision carried
- 6.4 – Review and update Parish Council Action Plan – Cllr Smith proposed, Cllr Bennison seconded – Decision carried
- 6.5 – Pond Project – Councillors discussed the quotes which has been received, Cllr Smith proposed that the quote by Lake & Pond Aquatics is accepted, Cllr Wroth seconded – Decision carried
- 6.6 – Stanhoe Road Junction new suggested layout by NCC – The new layout was explained, and plans shown. Cllr Bennison proposed that the new junction should be installed, Cllr Meek seconded – Decision carried
- 6.7 – Royal British Legion S137 Donation for the 2021 wreath – Cllr Smith proposed a S137 payment of £40 be made for the wreath, Cllr Wroth seconded – Decision carried
- 6.8 – Adopt Pension Policy – Cllr Smith proposed, Cllr Waldie seconded – Decision carried

7. Clerk Update - NONE

8. Correspondences received where decision to be made.

- 8.1 – Letter from Allotment Association regarding the installation of a fence around the perimeter and new gates – Councillors discussed the letter and quote for fence. Due to budget constraints this would not be possible to fund at present, council will have further discussions and look if any funding is available – Action move to February meeting
- 8.2 – Email from the Architect detailing proposed new single storey dwelling, Bircham Road, Stanhoe – noted no comments
- 8.3 – Email from The Heritage Group – email noted, Clerk to write to explain that they are not always consulted by developers about the proposed road names, but if they are in future, they will consult with the Heritage Group for ideas.
- 8.4 – Request for letter of support from the Playing Field Committee re: tennis court – discussion took place, Cllr Crompton proposed that the letter of support is issued, Cllr Cooke seconded – Decision carried

9. Delegated Decisions made during the month via email delegation

9.1 – December payments were approved

Name	Business	Gross
K and M (DD)	Streetlights Maintenance	29.06
Eon (DD)	Elec - November Charges	64.23

CGM (DD)	Grounds Maintenance for Month	97.67
Clerk (BACS)	Salary and Expenses – December	834.64
The Ripper Hall	Meetings	28.00
TESCO MOBILE (DD)	Parish Council Mobile Charge	10.50
Norfolk Pensions (Bank Transfer)	Pension Contributions	192.31
NALC (BACS)	Operation London Bridge Training	30.00
CGM (BACS)	Verges – 14 th October	49.20

10. Finance

10.1 To approve accounts for payment. Cllr Smith proposed, Cllr Wroth seconded – Decision carried

Name	Business	Gross
K and M (DD)	Streetlights Maintenance	29.06
npower(DD)	Elec - December Charges	102.53
CGM (DD)	Grounds Maintenance for Month	97.67
Clerk (BACS)	Salary and Expenses – January	592.38
Salle Estate	Delivery charge for Christmas Tree	48.00
TESCO MOBILE (DD)	Parish Council Mobile Charge	10.50
Norfolk Pensions (Bank Transfer)	Pension Contributions	168.52
R Goold (cheque)	Speedwatch Expenses	31.53
Norfolk Parish Training & Support	Internal Audit Course	49.00

10.2 – Bank Reconciliation at 31st December 2021 – Reserves of £16,656 - Noted

10.3 – Proposal of the 22/23 budget and approval of the precept – Clerk explained the proposed budget line by line and how it had been calculated. Cllr Waldie proposed the budget and precept of £19,120, Cllr Meek seconded – Decision carried

11. Planning matters

11.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision
21/02374/CU	Sunnydene, Well Street, Docking	Change of use from Woodland to Residential land Link to application	Object
21/02413/F	Land between Fernie Cottage and The Old Observatory, Sandy Lane	Variation of condition 2 planning 20/00141/F Link to application	Approval
21/02441/F	The Gables, Fakenham Road, Docking	Two storey side and single storey rear extension Link to application	Approve

11.2 – Planning Applications received after agenda published

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

- Traffic Works inc roundels and repeater signs
- Jubilee update
- Village Green parking
- Maintenance Contractor

Having regard to the confidential nature of the business to be transacted, the meeting is now not open the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960

13. Tenancy agreement – Discussion took place – no further action

14. Close at 21:00

Proposed date of next meeting Thursday 17th February 2022

Minutes 2021/22 M Wroth Parish Clerk