

SNETTERTON PARISH COUNCIL

29 May 2019

Members of the public are invited to attend a Meeting of Snetterton Parish Council to be held in the Visitor Centre Meeting Room, of World Horse Welfare, Hall Farm, Ada Cole Avenue, Snetterton, NR16 2LP, on Wednesday, 5 June 2019 at 6.30 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. Members are reminded that they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public participation session.** The Council invites members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda or about matters of Parish interest. Please note that the Council is unable to make a decision binding in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** and **sign** the minutes of the meeting held on 7 May 2019.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [8.1] **Cutting verges.** In response to his enquiry about when verges were due to be cut in the parish, the NCC Highways Engineer has provided a detailed response. He has also asked where in particular the Council is concerned about.
 - 6.2. [10] **Field behind Council Houses and Wayleave Payment.** Breckland has now cut the field. UK Power Networks has sent a copy of the Wayleave Consent dated 26 July 1990 signed by Councillor Desmond Skinner as the then Chairman of the Council (although there is no mention of this recorded in the Minutes). The accompanying plan shows that it relates to a few yards where the power cable travels underground from the pole on the edge of the field, before continuing down the road to the Treatment

Works. The Clerk will check further regarding who is actually entitled to receive this payment.

- 6.3. [25] **Consolidated Stock.** Cheques totalling £18.39 have been received from HM Treasury, being the interest due and redemption payment in relation to the Council's holding of 2½% Consolidated Stock, which was redeemed by the Government on 5 July 2015. This shows that the interest was being paid net of income tax since April 1996 when the Chancellor ceased paying it gross. Parish Councils are exempt from paying Income and Corporation Tax (*Income and Corporation Taxes Act 1988*, s. 519), and therefore should have registered to continue to receive this gross. It is usually only possible to reclaim from HM Revenue & Customs for the current and six previous years, and given the small amount involved, it is not worth the postage cost involved in trying to reclaim this.

7. **To receive** Correspondence (available at the meeting).

- 7.1. Norfolk Constabulary: *All Saints & Wayland* - May 2019.
- 7.2. Norfolk Constabulary: *How to contact us* - *Attleborough Safer Neighbourhood Team*.
- 7.3. Norfolk Constabulary: *Our Priorities* - *Attleborough Safer Neighbourhood Team*.
- 7.4. BHIB Insurance Brokers: *Your Local Council's Insurance Renewal*.
- 7.5. Aviva: *Certificate of Employers' Liability Insurance*.
- 7.6. Norfolk County Council Highways: *The Highway Rangers are coming to Snetterton soon*.
- 7.7. Environment Agency: *Consultation - Draft National Flood and Coastal Erosion Risk Management Strategy for England*.
- 7.8. Lloyds Bank Plc: *We've changed the signatory access to your account*.
- 7.9. Lloyds Bank Plc: *Your account statement* - 8 August 2018 - 5 April 2019.

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.

- 8.1. **To receive** a note advising that Norfolk County Council is submitting a planning application for the installation of a reuse shop at Snetterton Recycling Centre.

9. **To receive** note that the Chairman has been successful in updating the Council's mandate for the Council's accounts with Lloyds Bank Plc, and **to receive** an update with regard to transferring the accounts to Barclays Bank Plc.

10. **To receive** the report of the Internal Auditor.

11. **To approve** and **sign** the Annual Governance and Accountability Return (AGAR) 2018/19 Part 3, Section 1 - Annual Governance Statement 2018/19.

12. **To approve** and **sign** the AGAR 2018/19 Part 3, Section 2 - Accounting Statements 2018/19.

13. **To approve** the Explanation of variances and Bank reconciliation.

14. **To adopt** Standing Orders for the Council based on the model set published by the National Association of Local Councils.

15. **To receive** an update with regard to the Snetterton Dole account, and **to agree** any action as a result..
16. **To confirm** that the Clerk should arrange for old Minute Books to be deposited with the Norfolk Record Office for safe keeping.
17. **To confirm** that the Clerk should open a stationery account with Viking Direct, and place an order with them when appropriate.
18. **To receive** an email update from County Councillor Steven Askew concerning the situation at Eccles Heath.
19. **To note** that the Clerk has completed the registration of the Council with the Information Commissioner's Office which a predecessor Clerk had started, and **to approve** and **sign** a direct debit authority to meet the annual subscription.
20. **Finance.**
 - 20.1. **To approve** payment of £45.00 (£37.50 + £7.50 VAT) to World Horse Welfare in settlement of invoices nos. 3856 & 3870 for hire of facilities on 10 April and 7 May 2019.
 - 20.2. **To note** receipt of the following credit: 5 April 2019 - Breckland Council - £1,250.00 - Precept.
 - 20.3. **To receive** the Monthly Financial Report.
21. **To decide** on any matters for consideration at next meeting.
22. **To confirm** the date of the next Meeting as Wednesday 4 September 2019 at 6.30 p.m. in the Visitor Centre Meeting Room, of World Horse Welfare, Hall Farm, Snetterton, and **to agree** future meeting dates.

Future Meeting dates:

Wednesday, 4 September 2019