

Keswick and Intwood Parish Council Meeting on 6th July 2011.
Minutes of the meeting held at the Reading Room, Keswick at 19.00.

Present: Ruth Ripman (Chairperson) (RR); Alan Gelder (AG); Tim Love (TL) Brian Morrey (BM) and Phillip Brooks (Clerk).

Also Present: Judith Virgo (County Councillor Humbleyard) (JV) and Garry Wheatley (GW) (Councillor Cringleford Ward). Apologies were received from Christopher Kemp (CK). No members of the public were in attendance.

BM was formally co-opted to the Council

1. To consider apologies for absence: it was resolved to accept apologies from Hayley Spouge (HS) and Kevin Hanner (KH).

2. To receive declaration of interests in items on the Agenda: there were none.

3. Public Participation. Resolution to adjourn the meeting for public participation and any district councillor reports: JV said the comments she wished to make would be covered by the Agenda items. GW said that this was his first meeting since being elected and outlined his County responsibilities. He explained there was to be a further period of consultation relating to Site Specific Policies between 28th August and 18th November 2011 and that some 200 new sites had been added making about 1,000 in total. He went on to talk about the Community Infrastructure Levy ((CIL) which allows local authorities to raise money from developers undertaking projects in their areas); and progress of the Localism Bill which he expected would become law in the autumn. Both items are also covered in the Clerk's report. PB said that the police had not been able to provide a representative to attend the meeting but the following information had been supplied: since the last meeting there had been one burglary in Keswick and two people subsequently arrested; two people had also been arrested for "going equipped" by a police patrol near stables in the Parish. Additional patrols were now being made in the vicinity.

4. To confirm minutes of the Parish Meeting, Parish Council Annual Meeting and Parish Council Meeting held on 18th May 2011: it was resolved to accept the minutes as a true and accurate record of the meetings.

5. To report matters arising from minutes not on the Agenda: for information only: PB said that his PAYE arrangements with Ladywell Accounting Services appeared to be working well

6. Finance:

- *To receive Statement of Accounts for the year to date:* PB had circulated the information prior to the meeting (attached to these minutes) and circulated a bank statement to support the balance shown.
- *To agree invoices due for payment:* it was resolved to approve the following: Clerk's net pay £590.61 (Cheque 1000380), Clerk's actual expenses incurred £109.06 (Cheque 100378), Clerk's tax paid to HMRC £147.60 (Cheque 100379).
- The Council resolved to add Tim Love to the list of bank signatories to replace Shane Hancock.

7. *Parish Issues: To receive any updates relating to:*

- *Highways:* TL said that he had been around the parish and identified all pot holes still to be repaired, some of which he said were anything between six and nine inches deep. JV suggested that he contact Graham Bygrave at the NCC Ketteringham depot to get them fixed. RR said she had been to a National Grid presentation about refurbishment of the Norwich to Walpole overhead power lines which would necessitate road closures impacting on the Parish. It was too soon to judge what the effect would be but the closure of Intwood Lane and single lane contra flow on the A47 Southern Bypass between 11th July and 5th August could result in additional traffic using Low Road.
- *Police:* PB said he had covered this in the earlier crime report.
- *Parish Plan:* PB said that he had been approached by Lord Dannatt who wished to meet with Councillors to discuss possible developments in the village. As there was now to be a further consultation on Site Specific Policies, it was resolved to leave further developments of the Plan until these events had taken place.
- *Reading Room update:* PB said that the Chairman of the Reading Room Committee was planning preparatory work to get the site ready for construction to start later in the year. He went on to say he had advised the Chairman that proper insurance arrangements must be in place to cover any activities undertaken and that nothing can be done without specific prior approval from the Parish Council.

8. *Planning:* PB said there were no applications outstanding.

9. *Report from the Clerk:*

- *Quality Council Update.* After a short discussion it was resolved not to proceed with re-accreditation. The decision was regretted but on balance the Council did not believe that the benefits of accreditation justified the amount of work likely to be involved by the Clerk and Councillors.
- *Meetings attended.* The Clerk's report is attached to these minutes.
- *Emergency Plan.* PB said this was in need of revision but he needed to talk to the Emergency Planners at SNC before starting work. This would be an item for the next meeting.

10. *Correspondence received.* PB said he had received a circular letter from the Norfolk Waste Research Group (NWRG) seeking the council support in opposing the EfW Incinerator at Willows Business Park near Kings Lynn. It was resolved not to reply on the basis that the Parish Council did not have the expertise to submit a properly researched and credible response.

11. *Items for the next meeting.* Review of Emergency Plan.

*Phillip Brooks
Parish Clerk
7th July 2011.*

Financial Summary at 06.07.11

Receipts	£
Balance brought forward	3,285.56
Precept (26.04.11.)	<u>2,625.00</u>
Total:	<u>5,910.56</u>

Expenditure	
Clerk's Expenses. (Training 18 th May) Cq. 376	20.00
Total:	<u>20.00</u>

Balance: **5,890.56**

Notes:

1. All amounts include VAT as appropriate.
2. £23.90 is held in our deposit account.

Phillip Brooks (Clerk and RFO)

6th July 2011

Report Meeting July 6th 2011

Points drawn from Parish Clerk's Liaison meeting 23rd June 2011 and NALC Summer Conference on 28th June.

1. Community Infrastructure Levy (CIL). This allows local authorities to raise money from developers undertaking projects in their areas. Money generated from CIL will help to provide infrastructure needed as a result of new development. Most buildings that people use will be liable to pay CIL.
2. Site Specific Policies. Preparing a second round version with some 200 new sites. Further consultation between 28th August and 18th November.
3. Future of External Audit. The Audit Commission being disbanded means that our Annual Audit arrangements will change. Consequent on that our external Auditor, Mazars, will no longer have a contract to do that work. There will still be an Annual Return and we will need an independent examiner to carry out the external audit. The process for dealing with this is still to be explained.
4. Digital TV Switchover coming in November. Pamphlets explaining the help available with the Switchover are available at our information points.
5. New Standards Regime. The Localism Bill, when it becomes law, will place a whole new range of responsibilities on Town and Parish Councils and their Clerk. The existing standards regime will be abolished and from then on standards issues will become the responsibility of Town and Parish Councils themselves. SNC Monitoring Officers are trying to draft a new joint Code which parishes such as our can adopt.
6. Localism Bill. There is a new Power of Competence which gives local authorities the power to do anything so long as they don't break the law. It is designed to give increased confidence to do creative, innovative things to meet local people's needs.

Planning. The Bill provides for more consultation between the Community and councillors. The aim is for the local community to take the lead on development within the community and not have solutions imposed by developers. Plans should be encompassed in a Neighbourhood Plan but this must be compliant with national planning priorities.

Local Assets. Proposals in the Bill will require local authorities to maintain a list of assets of community value which might include meeting rooms, swimming pools, village shops and pubs etc. When these assets come up for sale, community groups will have to be given time to develop a bid and raise money to buy the asset when it comes onto the open market.

Phillip Brooks.