

Keswick and Intwood Parish Council Meeting on 1st July 2015.
Minutes of the Meeting held at the Reading Room, Keswick at 19.50.

Present: Kevin Hanner (KH) (Chair); Tim Love (TL); Theresa O’Leary Jones (TJ); Janet Hill (JH); Marguerite Russell (MR) and Phillip Brooks (Clerk).

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

1. *To consider apologies for absence:* it was resolved to accept apologies from Linda Thursby (LT) and Ruth Ripman (RR).

2. *Declarations of Interest:* a) *in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this Agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this Agenda:* there were none.

3. *Public Participation: Resolution to adjourn the meeting for public participation and any County and District Councillor reports:*

- CK updated the meeting with background information about actions being taken by SNDC to protect their financial position and reserves held.

4. *To confirm minutes of the Annual Parish Meeting, Annual Parish Council Meeting and ordinary Parish Council Meeting on 20th May 2015:* it was resolved to accept the minutes as a true and accurate record.

5. *To report matters arising from minutes not on the Agenda:* for information only: there were none.

6. *Finance:*

- *To receive a statement of account for the year to date:* this had been circulated to Councillors earlier and is attached to these minutes.
- *To agree invoices for payment in accordance with the budget:* there were none.

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

- *Highways (including latest developments regarding Low Road traffic):* PB said that all of the work detailed for action by the Highway Rangers at the last Parish Council meeting had been submitted to NCC and confirmation received that it had been incorporated into the Rangers’ work schedule. MR reported a build-up of litter alongside the road leading to the Harford Park and Ride site (possibly due to a recent traveller encampment on the wide pathway alongside the site); and a possible blocked drain near the junction with the Mulbarton Road causing flooding at the bottom end of the road. PB said he would deal with both issues. **(Action PB)**. It was suggested that a bollard might be carefully positioned at the entrance to the pathway to prevent any further instances of traveller caravans parking there. **(Action PB)**.
- *Police:* DS reported by e-mail that since 20th May there were no crimes reported for Keswick; but a motor vehicle had been taken from a rural farm location in Intwood overnight on 27th and 28th May.
- *Reading Room:* PB said that the Reading Room Committee Chair had informed him that the external decoration would be undertaken during July and the internal work during August. So far no action had been taken with regard to obtaining estimates for the secondary double glazing.

8. *Planning:*

- *To receive summary report on applications and approvals since the last Council meeting:*
 - 2015/0189: Rear of Keswick Mill Barn Mill Lane Keswick Norfolk NR4 6TP. Retrospective change of use of land from agriculture to the keeping of horses and the retention of the stable block and ménage within the site. (Approved with Conditions.)
 - 2015/0844: Home Meadow Low Road Keswick Norfolk NR4 6TX. Construction of first floor side extension. (Approved with Conditions.)
 - 2015/1100: Keswick Old Hall, Low Road, Keswick Norfolk NR4 6TZ. Proposed demolitions, alterations and extensions to the Hall (Householder Application) (Outstanding.)
 - 2015/1101: Location: Keswick Old Hall, Low Road, Keswick Norfolk NR4 6TZ. Proposed demolitions, alterations and extensions to the Hall (Listed Building Consent) (Outstanding.)
- *To receive any update available relating to the Proposal for new Employment Development, Harford Bridge. (South Norfolk Local Plan Ref: KES 2: land west of Ipswich Road (B1)):* PB said that he had been unable to obtain any further information from the Developer about progress towards submitting the outline planning application other than it had been delayed until mid-July; and that the Developer will be preparing a Question and Answer (Q&A) list for delivery to Keswick residents covering issues likely to be raised by residents. PB said he had informed Clerks of the adjacent parish councils about the possible development but they were unaware of the proposals and had no comments to make at this stage. He added that the expert help (in responding to the Application) mentioned at the last Parish Council meeting was confirmed. KH said he had arrangements in place for producing an information leaflet for any possible house-to-house drop should that be considered appropriate. After discussion the Council resolved to:
 - explore straightaway with adjacent councils the prospects for joining forces to provide a coordinated response to any Application submitted. (**Action PB**)

9. *To approve the Publication Scheme for Keswick and Intwood Parish Council:* it was resolved to approve the Scheme.

10. *Correspondence received:* there was none.

11. *Items for the next meeting:* there were none.

The meeting closed at 20.10.

*Phillip Brooks
Parish Clerk
6th July 2015*

Account Meeting 01.07.15

Receipts	£
Balance brought forward	5,703.74
Precept 22.04.15	2,983.00
Total:	<u>8,686.74</u>

Expenditure

NALC Subscription (20.05.15) CQ.460	115.74
Anne Barnes Audit Fee (20.05.15) CQ 461	40.00
NALC Summer Conference (20.05.15) CQ 462	45.00
Phillip Brooks Expenses (20.05.15) CQ 463	56.57
Phillip Brooks Salary (20.05.15) CQ 464	386.40
HMRC PAYE (20.05.15) CQ 465	257.60

Total: **(901.31)**

Balance: **7,785.43**

Budgeted expenditure for remainder of year

NRCC Subscription	(30.00)
Insurance	(542.00)
Clerk's Salary	(1,932.00)
Clerk's Expenses	(343.43)
Ladywell Accounting	(35.00)
Reading Room Maintenance	(1,500.00)
Sundry	(55.00)
Total:	<u>(4,437.43)</u>

Balance: **3,348.00**

Other receipts due:

Precept due Sept '14 2617.00

End of Year Balance **5,965.00**

Notes:

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

Phillip Brooks (Clerk and RFO)

16th June 2015