

Keswick & Intwood Parish Council Annual Parish Meeting on 9th May 2007
Minutes of the meeting held at The Reading Rooms, Keswick at 19.00.

Present: Alan Gelder (AG); Lars Tibell (LT); John Morrison (JM); Cathy Cursons (CC); Phillip Brooks (Clerk) PB.

Also Present: Garry Wheatley (Councillor Cringleford Ward) (GW). Mr. Peter Riches (member of the public and land manager within the Parish).

Apologies received from: Julian Darling (JD); John Payne (JP); Joe Loades (JL).

1. *To receive the declaration of acceptance of office from all Councillors.* Acceptances were signed by AG, LT, JM and CC.
2. *To elect a Chairman of the Council.* The election of Alan Gelder was proposed by CC and seconded by LT.
3. *To receive the Chairman's declaration of acceptance of office.* This was received.
4. *To elect a vice- Chairman of the Council.* The election of John Payne was proposed by CC and seconded by LT.
5. *To appoint Councillors with special responsibilities.* The following responsibilities were allocated: Treasurer JL supported by LT; Highways CC; Emergency Planning JP; Parish Plan JM. Other responsibilities would be allocated as required.
6. *To agree a date when the acceptance of office will be received from any Councillors not attending Annual Parish Meeting.* It was agreed that the Clerk would receive these within two weeks.
7. *To confirm the programme of meetings for the coming year.* Parish Council meetings were agreed for: June 13th September 12th and December 12th.
8. To consider the payment of any subscriptions falling to be paid annually. None were due for payment.

The meeting closed at 19.20

Phillip Brooks
Parish Clerk
11th May 2007

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Present: Alan Gelder (AG); Lars Tibell (LT); John Morrison (JM); Cathy Cursons (CC); Phillip Brooks (Clerk) PB.

Also Present: Garry Wheatley (Councillor Cringleford Ward) (GW); Christopher Kemp (Councillor Cringleford Ward) (CK). Mr. Peter Riches (member of the public and land manager within the Parish).

1. *To consider apologies for absence:* Resolved to accept apologies from Julian Darling (JD); John Payne (JP); and Joe Loades (JL).

2. *To receive declaration of interests in items on the Agenda:* No interests were declared.

3. *Public Participation and District Councillor reports:* GW thanked the Council for the help provided and advice given of different issues during past months. Both GW and CK outlined their anticipated responsibilities as re-elected district councillors within South Norfolk Council (SNC). AG said he looked forward to continuing the productive relationship that had been established with them.

Peter Riches was in attendance to participate in Agenda item 8.

4. *To confirm minutes of the Parish Council meeting held on 14th March 2007:* Resolved to approve the minutes as an accurate and true record of the meeting.

5. *To report matters arising from minutes on the Agenda: for information only:* PB said that the Order to change the parish name to “Keswick and Intwood” was being progressed by SNC now that election work had been completed by them. PB also said he anticipated that the new notice boards which had been ordered would be available in about three months time

6. *Finance:* Resolved to approve the Annual Statement of Accounts prepared by JL and presented to the meeting by PB. There were no invoices due for payment.

7. *Parish Plan:* JM presented the draft plan prepared from results and comments obtained from the questionnaire circulated to parishioners. A number of amendments and modifications to the Plan were discussed and agreed. The final version for adoption by the Council will be presented by JM to the next meeting on 13th June. (The Plan will encompass information provided by Norfolk County Council about the proposed feasibility study for improvements at the A140 Ipswich Road and B1113 Mulbarton Road Junction.)

8. *Footpaths*: PR brought the meeting up to date about the feasibility of a path crossing the land between Keswick Hall and the Mulbarton Road. He said that discussion with the Keswick Trust (established as a charitable body to provide funds for training) revealed that they would be supportive provided that a need could be shown to move people away from using the highway. The meeting agreed that the next step must be to arrange an on-site meeting involving the County Council (Mike Allfrey); Keswick Hall Residents Association (Chairman); AG; PR; and PB. **(Action PB)**.

9. *Planning – Railway Farm*: PB outlined the contents of the agreed letter sent to Planning Services at SNC relating to the request for a Certificate of Lawfulness for the residential use of a caravan at the Farm. GW agreed to find out what progress was being made with the application. **(Action GW)**.

10. *Adoption of the Council's Financial Standing Orders*: It was resolved to accept the Financial Standing Orders deferred from the previous meeting to enable further discussion with the Treasurer to take place. (The Treasurer JL had agreed the revised draft before the meeting.)

11. *Emergency Planning*: As JP was unable to attend the meeting; presentation of the Emergency Planning Report was deferred until 13th June. **(Action JP)**.

12. *Norwich City Bid for Unitary Status*: The meeting considered the letter received from Norfolk County Council Chief Executive, Mr David White. The meeting noted that the Central Government position is that only the bid based on Norwich City's existing boundaries is in contention but the City Council has made it clear that it is still hoping to pursue an extension of its boundaries into South Norfolk and Braoadland although this aspiration would not include the parish of Keswick and Intwood.

The meeting found it difficult to form a considered view because there was insufficient substantial information on which to base a judgement. Nevertheless it was believed that an inescapable conclusion was that such a change would have a big impact on local government in Norfolk; and for parishes such as Keswick and Intwood there would be adverse financial impacts as less was available for spending on services across the County – i.e. the economies of scale would be lost. The meeting believed that these key financial issues and others of size (whether the City of Norwich could be viable on existing boundaries) had either not been properly assessed or not properly explained. Until that happened and people could be confident and satisfied that the needs of the whole County had been properly quantified, the Parish Council was opposed to the City Council's proposals to become a unitary authority.

13. *Adoption of the new Code of Conduct for Members*: It was resolved to adopt the new Model Code of Conduct including paragraph 12(2).

14. *To consider correspondence received as detailed on attached schedule:* Councillors had no comments on other correspondence. Approval was given for the Clerk to join the Society of Local Council Clerks if he saw benefit in doing so.

15. *Items for the next meeting Agenda:* The following items were identified for the next meeting:

- Parish Plan (JM)
- Emergency Plan (JP)
- Footpath (Keswick Hall Mulbarton Road) (PB and PR)
- Highways Information (CC)
- Community Policing (Possible presentation by Sgt. Chris Claydon - Wymondham and Bowthorpe Policing Sector Community Team.)

The Meeting closed at 20.50.

Phillip Brooks
Parish Clerk
13th May 2007