

Minutes of Ashby St Mary Parish Council (ASMPc)

Wednesday 15th March 2023 at 19:00 at Ashby and Thurton Village Hall

In Attendance: Terry Kitt (Chairman), Mark Rolph (MR), Sarah Kings (SK), Roberta Cargill (RC), Jacqueline Goldring (JG)

Minutes: Tina Higlett (TH) – Parish Clerk.

1. Apologies

Apologies received from Carol Powell and District Councillor Cllr V Thomson

2. Declaration of Interest for Items on the Agenda and Dispensations for Councillors with a Pecuniary Interest.

None

3. Minutes of the last meeting held on the 4th January 2023

These were agreed as a true record of proceedings.

4. Public Forum

No public in attendance.

Report received from District Councillor V Thomson prior to meeting.

5. Matters arising from minutes.

- Highways maintenance. Chairman advised he had successfully made contact with NCC regarding the cycle signs that have been erected around the village. These have now been moved to the appropriate finger posts.
- Chairman was advised there is a large pothole outside Homeleigh on Low Common. Chairman advised he would report on the NCC Highways portal.
- Chairman advised that to date the parish council had received no correspondence regarding planning application 2022/1875 land between The Street and Sandy Lane Ashby St Mary for the development of a single high-quality sustainable dwelling with garaging.

6. Subscription to Parish Training and Support 2023

Council proposed leaving this till the next meeting of the parish council. Council waiting on subscription to Norfolk ALC for comparison.

7. Finance

- a) Community account £6166.20

b) To approve payments

Date	Payee	Method	Description	Amount
18/02/2023	T Higlett	Chq:100474	Clerks' salary – February	£198.20
15/03/2023	South Norfolk Council	Chq:100475	Dog waste emptying	£132.72
15/03/2023	Autela Payroll Services	Chq:100476	Payroll Services	£71.58
15/03/2023	HMRC	Chq:100477	Clerks' taxation	£129.20
15/03/2023	Ashby & Thurton Village Hall	Chq:100478	Hire of venue	£40.00
18/03/2023	T Higlett	Chq:100479	Clerks' salary – February	198.20

c) To note payments made since last meeting

IONOS £139.18

d) Norfolk ALC payroll provider.

Council approved the move to Norfolk ALC for payroll. By switching provider council could see an annual saving of around £100.

8. Consultations

a) South Norfolk Village Clusters Housing Allocations Plan (Reg. 19 Pre-submission Draft). Council was supportive of the South Norfolk Plan.

9. Elections 2023

Clerk made council aware of deadline date for nomination forms. Information on the election and the new photo ID have been placed on the website and noticeboards

10. Appoint internal auditor 2022/23

L Trueman was appointed and has agreed to carry out the audit during April 2023.

11. Arrangements for Annual Parish meeting.

Chairman advised he had drawn up a draft agenda. A flyer has also been produced for residents and these will be delivered prior to the meeting. Propose obtaining a quote from Roberts and Son printers for the printing of. Discussion followed around the review of the village plan and 'What Three Words'.

12. Periodic Items

Statutory Documentation

Document	Amendments	Notes
Asset Register	Inclusion of new noticeboards, dog waste bin	Items purchased from CIL money – approved
Standing Orders	Date of Review	Reviewed with no amendments - approved
Financial Regulations	Date of Review	Reviewed with no amendments - approved

13. Kings Coronation Events

Chairman advised that a meeting was to be arranged with members of Thurton Parish Council to discuss the planning of the Coronation Big Lunch. Food proposed was jacket potatoes with various fillings and possibly a ploughman's style lunch. There will also be activities for children. Clerk advised she would apply for the £200 grant from South Norfolk Council.

14. Report from Village Hall Management committee.

C Powell not in attendance

15. Report re Website/Neighbourhood Security/Oil Buying Syndicate.

MR reported.

Neighbourhood Security – there seems to have been a spate of catalytic converter thefts in Norfolk.

Oil Buying Syndicate – 10 parishioners placed an order for around 6,000 litres.

Website – is up to date.

16. Correspondence

- a) LGA Code of Conduct
- b) South Norfolk Council Annual Litter Pick.
- c) County Deal for Norfolk

17. Matters for future consideration and items for information.

- a) Defibrillator – Thurton Parish Council have placed an order for a new defibrillator. Council will be contributing £900 from Community Infrastructure Levy money.
- b) Clerk advised council they were successful in securing funding from the Parish Partnership Scheme of £6050.00 This will be used to relay the village hall driveway.
- c) MR advised there are issues again with the locking of one of the new noticeboards on Low Common. A wedge was currently being used to keep it closed. Clerk to contact supplier.
- d) Training for new clerks

18. Dates of future meetings.

Annual Parish meeting 26th April 2023.

Annual Parish Council meeting 10th May 2023.

Meeting closed at 20:20.