

**Marham Parish Council**

**Minutes of the Council Meeting held Wednesday, 17<sup>th</sup> April 2019 at 7.31pm in the Village Hall, Marham**

Present:	Chairman	Cllr T Hawkins
	Vice Chairman	Cllr P Walsingham
	Councillors	Cllr I Barrett
		Cllr G Bucke (from Item 63)
		Cllr C Child
		Cllr T Harrison
		Cllr D Hawkins
		Cllr C Heather
		Cllr J Hipperson
		Cllr D Paisley
	Borough Councillors	Cllr M Howland
	Parish Clerk	Mrs S Porter
	Member(s) of Public	4

**53. Apologies for absence**

Apologies for absence had been received from Cllr Rix-Clark (holiday), Borough Cllr Hipperson (prior engagement) and RAF WO Spark (work commitment).

The apologies were accepted.

Cllr Bucke would be late to the meeting due to work commitments.

**54. Declarations of interest and requests for dispensation**

There were no declarations of interest declared at this item and no requests for dispensation.

**55. Approval of the minutes of the Parish Council meeting**

**Proposed – Cllr Paisley**

**Seconded – Cllr D Hawkins**

**That the minutes of the Council meeting held on Wednesday, 13<sup>th</sup> March 2019 (items 37-52) are approved and signed as a true and accurate record.**

**All in favour**

The Chairman, Cllr T Hawkins, duly signed and dated the minutes of the meeting.

**56. Update on previous minutes (not listed elsewhere on the agenda and for information only)**

The Clerk reported that she had made initial investigations regarding a copy keypad for the defibrillator but had not been successful in finding anything out. Cllr Barrett agreed to investigate this on her behalf.

**PUBLIC OPEN FORUM**

The Chairman, Cllr T Hawkins, adjourned the meeting at 7.20pm.

**Reports**

**County Councillor**

County Cllr Middleton was not present at the meeting and no prior written report had been received.

**Borough Councillor**

Borough Cllr Howland had nothing to report to the meeting.

**RAF Marham**

WO Spark was not present at the meeting and no prior written report had been received.

**Public Participation**

Cllr Hipperson reported that a local resident had recently contacted her to ask for help in the community to make ecobricks (2L plastic bottles stuffed with plastic waste inside) which formed solid bricks for construction use in third world countries.

It was agreed for Cllr Hipperson to liaise with the resident and find out the specific details in order for Cllr Child to advertise this in the next P&S magazine.

The Chairman, Cllr T Hawkins, resumed the meeting at 7.26pm.

**57. Norfolk Minerals and Waste Local Plan Review**

**57.1. Report from the Campaigners Against Two Silica Sites (CATSS) group**

Cllr Barrett confirmed there was nothing to report to this meeting.

**57.1.1. To receive requests for expenditure and approve the disbursement(s)**

There had been no requests for expenditure received from the CATSS group prior to the meeting.

**57.1.2. To receive, consider and agree actions to be taken forward**

There were no actions for consideration.

**58. Finance**

**58.1. Bank Reconciliation**

The Clerk had circulated the bank reconciliation, period ending March 2019, with the agenda. The bank balances were as follows:

March 2019

Bank Reconciliation	Community Account (£)	Business Account (£)
Bank Statement Start Balances	5,037.94	67,103.87
<b>Total Opening Bank Balances</b>		<b>72,141.81</b>
Unpresented Cheques B/F	-	-
Unpresented Receipts B/F	-	-
<b>Council Opening Balances</b>	<b>5,037.94</b>	<b>67,103.87</b>
<b>Council Total Opening Balances</b>		<b>72,141.81</b>
Receipts	3,211.99	33.46
Payments	- 6,702.14	- 2,000.00
Bank Statement Close Balances	1,547.79	65,137.33
<b>Total Closing Bank Balances</b>		<b>66,685.12</b>
Unpresented Cheques	-	-
Unpresented Receipts	-	-
<b>Council Closing Balances</b>	<b>1,547.79</b>	<b>65,137.33</b>
<b>Council Total Closing Balances</b>		<b>66,685.12</b>

Reconciliation Community Account (£)	
Bank Statement <b>01.03.2019</b>	5,037.94
Receipts	3,211.99
Payments Cleared	- 6,702.14
Bank Statement <b>31.03.2019</b>	1,547.79
Unpresented Cheques	-
Unpresented Receipts	-
Council Closing Balance	1,547.79

Reconciliation Business Account (£)	
Bank Statement <b>01.03.2019</b>	67,103.87
Receipts	33.46
Payments Cleared	- 2,000.00
Bank Statement <b>31.03.2019</b>	65,137.33
Unpresented Cheques	-
Unpresented Receipts	-
Council Closing Balance	65,137.33
Council Total Closing Balances	66,685.12

Earmarked Funds	
Operating Costs (6 Months)	21,000.00
Pensions Contribution	1,000.00
Village Hall Alterations	14,000.00
Elections (5 Year to £1000) Year 4	1,000.00
Parish Plan Review	1,000.00
Emergency Plan (5 Year to £2000) Year 4	2,000.00
Electrical Check Village Hall (3 Year to £450)	450.00
Electrical Check Pavilion (3 Year to £750)	750.00
Tree Safety Maintenance	5,000.00
Churchyard Wall Maintenance & Restoration	7,818.41
Allotment Deposits Held	450.00
Allotment Fencing (5 Year to £1000) Year 1	400.00
Street Lighting	1,500.00
Village Hall Fencing	2,000.00
Village Hall Disabled Toilet Fundraising	3,765.29
Events Goods and Equipment	336.54
Norfolk Waste & Minerals Review (CATSS)	712.65
CIL Payments	84.60
<b>Total Earmarked Reserves</b>	<b>63,267.49</b>

Council Total Closing Balances	<b>66,685.12</b>		
Council Total Earmarked Reserves	<b>63,267.49</b>	Council Remaining Available Precept	<b>3,417.63</b>

Chairman Signed ..... Dated .....

## 58.2. Pre-authorised payments, receipts and pending disbursements

The Clerk had circulated the payments and receipts made since the last meeting and presented the late bills to the meeting:

Date	Payee	Description	Transaction	Net Payment £	VAT Amount £	Gross Payment £	Receipt £
15.03.2019	OVO Energy	Electric Village Hall February	DD	339.05	16.95	356.00	0.00
16.03.2019	Mr J White	Hedge cutting Cemetery	100512	0.00	0.00	0.00	75.00
16.03.2019	Village Hall / Sports Pavilion	Lettings Feb-Mar 19	100513	0.00	0.00	0.00	151.00
18.03.2019	Cllr C Heather (Tesco)	Fuel Generator Play Area	BACS	5.00	1.00	6.00	0.00
18.03.2019	Cllr D Hawkins	Travel Expenses P&S Magazine	BACS	15.30	0.00	15.30	0.00
18.03.2019	Cllr T Hawkins (Tesco)	Refreshments Council	BACS	1.00	0.00	1.00	0.00
18.03.2019	Cllr T Hawkins (Sainsburys)	Refreshments Council	BACS	1.00	0.00	1.00	0.00
18.03.2019	Cllr T Hawkins (Sainsburys)	Refreshments Council	BACS	1.33	0.27	1.60	0.00
18.03.2019	J T Caley Forestry	Open Spaces Works	BACS	820.00	0.00	820.00	0.00
20.03.2019	M H Star Ltd (Ebay)	3 x Gazebos Events	Debit Card	202.47	40.50	242.97	0.00
20.03.2019	The Laser Factory (Ebay)	Tombola Spinner Events	Debit Card	20.79	4.16	24.95	0.00
20.03.2019	Spot Promotions Ltd (Ebay)	Giant Playing Cards Events	Debit Card	4.99	1.00	5.99	0.00
23.03.2019	Bingo Night Event	Proceeds	Misc	0.00	0.00	0.00	830.00
23.03.2019	Bingo Night Event	Proceeds	Misc	0.00	0.00	0.00	3.00
25.03.2019	Hope for Heather	Bingo Night Donation	BACS	374.00	0.00	374.00	0.00
29.03.2019	Mrs T Hawkins	Laptop for Events & SAM2	BACS	100.00	0.00	100.00	0.00
25.03.2019	Porter Construction	VH Disabled interior ramp	BACS	80.00	0.00	80.00	0.00
29.03.2019	Ultimate Land & Gardens Ltd	Coronation Field Hedge Cut	BACS	396.00	79.20	475.20	0.00
29.03.2019	Ultimate Land & Gardens Ltd	Grounds Maintenance March	BACS	402.00	80.40	482.40	0.00
29.03.2019	Cllr T Hawkins	Travel expenses	BACS	21.60	0.00	21.60	0.00
29.03.2019	Cllr T Hawkins (Kinnerton Choc)	Easter Event Goods	BACS	18.33	3.67	22.00	0.00
29.03.2019	Cllr T Hawkins (Sainsburys)	Bleach Village Hall	BACS	2.00	0.40	2.40	0.00
29.03.2019	BCKL&WN	P&S Magazine Printing	BACS	126.78	0.00	126.78	0.00
29.03.2019	Cllr T Hawkins	Chair's Allowance Mar 2019	BACS	15.30	0.00	15.30	0.00
29.03.2019	Bookings & Caretaking Officer	Contract March 2019	BACS	243.45	0.00	243.45	0.00
29.03.2019	Clerk	Salary March 2019	BACS	670.86	0.00	670.86	0.00
29.03.2019	Clerk	Expenses March 2019	BACS	34.40	0.00	34.40	0.00
29.03.2019	HMRC	Employer PAYE/NI March 2019	BACS	180.19	0.00	180.19	0.00
02.04.2019	A F Holman & Sons	Cemetery Fees	100514	0.00	0.00	0.00	160.00
06.04.2019	B&M Retail	VH Materials, Easter Event/CPT	Debit Card	14.12	2.83	16.95	0.00
06.04.2019	Sainsburys	Easter Event/CPT	Debit Card	6.96	1.39	8.35	0.00
06.04.2019	Sainsburys	Refreshments Easter Event	Debit Card	2.00	0.00	2.00	0.00
06.04.2019	Poundland	Refreshments Easter Event	Debit Card	2.50	0.50	3.00	0.00
06.04.2019	Poundland	Refreshments CPT	Debit Card	1.00	0.00	1.00	0.00
08.04.2019	Allotment Rent	Plot 1	BACS	0.00	0.00	0.00	25.44
08.04.2019	Allotment Rent	Plots 3 & 4	BACS	0.00	0.00	0.00	50.88
12.04.2019	E-On	Street Lighting Mar 2019	DD	73.27	3.66	76.93	0.00
12.04.2019	Hayes & Storr Solicitor	Village Hall Land Sale	BACS	25.00	0.00	25.00	0.00
12.04.2019	Veolia	Waste Collect Cemetery March	BACS	31.40	6.28	37.68	0.00
12.04.2019	Allotment Tenant Plot 15	Deposit Refund	BACS	24.56	0.00	24.56	0.00
12.04.2019	BCKL&WN	Annual V Hall Waste/Duty Care	BACS	546.80	0.00	546.80	0.00
12.04.2019	BCKL&WN	Business Rates Cemetery Pay 1	BACS	54.80	0.00	54.80	0.00
12.04.2019	Norfolk ALC	Annual Subscription	BACS	406.38	0.00	406.38	0.00
12.04.2019	J T Caley Forestry	Churchyard Hedge	BACS	175.00	0.00	175.00	0.00
<b>Late Bills / Receipts (Received after Agenda advertised)</b>							
13.04.2019	Easter Event	Proceeds	Misc	0.00	0.00	0.00	412.40
13.04.2019	Bowls Club	Annual Ground Rent 2018/19	BACS	0.00	0.00	0.00	250.00
15.04.2019	BCKL&WN	Precept & Council Grant	BACS	0.00	0.00	0.00	45,541.00
15.04.2019	OVO Energy	Electric Village Hall March 2019	DD	339.05	16.95	356.00	0.00
17.04.2019	Norfolk County Council	PPS 2019/20 Trod 2 upgrade	103505	1,862.50	0.00	1,862.50	0.00
17.04.2019	Norfolk County Council	PPS 2019/20 Church Lane path <i>(subject to revised quote)</i>	103506	1,965.00	0.00	1,965.00	0.00
<b>Totals</b>				<b>9,606.18</b>	<b>259.16</b>	<b>9,865.34</b>	<b>47,498.72</b>

Chairman Signed ..... Dated .....

**That the payment of bills are approved in accordance with the schedule.**

**All in favour**

The Clerk reported that she had transferred £35,000 of the BCKL&WN Precept received, from the Community Account to the Business Account, in order to keep the balance of the Business Account under £100,000 as Barclays was now incorporating bank charges to business accounts, including Public Sector accounts, with balances held in excess of £100,000. This was noted and agreed by Councillors.

**59. Elections 2<sup>nd</sup> May 2019 timetable and procedures**

The Clerk reported that the Notice of Election had been advertised by the BCKL&WN on Monday, 18<sup>th</sup> March 2019 and the Statement of Persons Nominated had been announced on the BCKL&WN website on Thursday, 4<sup>th</sup> April 2019. Thirteen candidates had stood which meant there would be a contested Election. The Notice of Poll would be advertised by the BCKL&WN on Wednesday, 24<sup>th</sup> April 2019.

**60. Updates and actions regarding ongoing matters**

**60.1. Allotments**

Cllr Barrett declared a pecuniary interest in this item as she was a current tenant on the allotment site.

Cllr Barrett reported that due to ill health, an allotment holder had not renewed their tenancy. Cllr Barrett, Cllr Child and the Vice Chairman, Cllr Walsingham, had placed weed fabric over the vacated plot to keep it in good order until it was let again.

There were now currently three vacant plots. It was agreed for Cllr Child to advertise these in the next P&S magazine.

Cllr Hipperson agreed to carry out an inspection of all allotments in the next few weeks.

**60.2. Churchyard**

**60.2.1. Boundary wall condition**

In Cllr Bucke's absence, Cllr Heather reported that contact had been made with A J Restoration regarding the works required to be undertaken at the boundary wall. A J Restoration was currently busy working on other jobs but would be investigating the wall when time allowed.

**60.3. Cemetery**

There was nothing to report to this meeting.

**60.4. Village Hall**

There was nothing to report to this meeting.

**60.5. Sports Pavilion, Playground and Playing Field**

**60.5.1. Water and electricity charges**

The Vice Chairman, Cllr Walsingham, reported that he had investigated the reason for the high water charges and established that Anglian Water had recently fitted a new water meter. It was recognised that estimated readings from the old meter had been invoiced in March 2019 and did not reflect the correct readings of the new meter. Revised readings from the new meter had since been submitted to Anglian Water and the account was now in credit. The electricity bills were reported to be consistent with the current usage.

**60.5.2. Under 7's Football Team**

The Vice Chairman, Cllr Walsingham, reported that he had again met with the coach, Mr Tom Nickerson, of the Under 7's Shouldham Football Team to discuss the arrangements of their arrival.

The team had now reregistered its name as, 'Marham's Lightnings' and were looking to start playing on the field in June 2019. Further site meetings would be ongoing in the interim.

In addition to the youth team, an adult team from Shouldham had also expressed an interest in relocating their practice games and matches to the Coronation Playing Field. The Vice Chairman, Cllr Walsingham, would be meeting representatives on site within the next two weeks to discuss this. The team had already been made aware that the pitch was not flat.

Cllr Harrison advised that the grass cutting schedule of the pitch would need to be increased if an adult team played on the pitch and their rental fees should be reflected accordingly. This was noted.

Cllr Heather reported that he had approached the Football Association (FA) for advice on obtaining a grant towards the Sports Pavilion facilities. Cllr Heather had met a representative on site who advised that a large storage container, sited between the Pavilion and Teen Shelter or on the car park, would be a good amenity. Costs for such a container would be in the region of £1,500, with used ones being cheaper. The damaged Sports Pavilion flooring had also been discussed. The gentleman advised that the Council could apply to the FA for a one-off small grant application for part-funding towards the purchase of a container and floor repairs. It was noted that the Community Payback Team should not carry out any remedial repairs to the flooring as this would invalidate the grant application.

It was agreed for Cllr Heather to prepare a grant application to the FA and seek other possible funding sources.

The Chairman, Cllr T Hawkins, reported that the pirate ship wheel on the play park had been broken off by vandals and would be replaced in the future. This particular piece of equipment had often been vandalised in the past. This was noted.

#### **60.6. Community Speed Watch**

Cllr Paisley reported that 73 vehicles had been monitored travelling at 35mph and above.

#### **60.7. SAM2**

The Vice Chairman, Cllr Walsingham had circulated the SAM2 graphs for March 2019 prior to the meeting. The Clerk had forwarded the information to the Norfolk Safety Camera Partnership. 25,919 vehicles had registered on the camera of which 8,571 (33%) had been travelling at 35mph and above. This was an increase of 4% compared with the March 2018 statistics.

#### **60.8. General Grounds Maintenance**

Cllr Paisley raised concern that the drains between the entrance to Anglian Water, The Street, and The Old Post Office, The Street, were blocked and always overflowed when it rained. Cllr Harrison noted that the drains had not been cleaned out for many years because the drain lids were shut tight.

The Chairman, Cllr Hawkins, would email Highways to get this problem rectified.

The Clerk reported that the issues with Norse Commercial Services were still outstanding. Cllr Heather advised that he had queried the invoices with them but had not heard back from them since. The matter was deemed to be closed, subject to any further comeback from them.

#### **60.9. Street Lights**

There was nothing to report to this meeting.

#### **60.10. Proposed and Seconded**

Cllr Child confirmed that the next edition of the P&S magazine would be issued in June 2019. He advised that room was available for additional articles in this edition. In view of this, the Clerk felt that an editorial previously submitted by a member of public should be placed in the magazine. The member of public would update the article and forward it to the Clerk.

## **60.11. Village Events**

### **60.11.1. Report and recommendations from the Events Working Group**

The Chairman, Cllr T Hawkins, reported on the events as follows:

#### **60.11.1.1. Charity Bingo Night (Friday, 22<sup>nd</sup> March 2019)**

£833.00 had been raised at this event (minus £30.00 for the Village Hall hire), of which £374.00 had been donated to the Hope for Heather campaign.

#### **60.11.1.2. Easter Eggstravaganza – Sunday, 7<sup>th</sup> April 2019**

£412.40 had been raised at this event (minus £20.00 for the Village Hall hire).

#### **60.11.1.3. Yard Sale & Charity Book Sale – Sunday, 19<sup>th</sup> May 2019**

16 houses had now booked for the Yard Sale event and would be placed on the map.

#### **60.11.1.4. Fun Day – Sunday, 9<sup>th</sup> June 2019**

Stalls and classic cars were continuing to be secured. It was noted that the RAF 10K and duathlon was being held the same day.

It was noted that the 2019/2020 room hire costs for Council events would be £20.00 per event for the Village Hall facilities and not £30.00 as previously advised.

## **60.12. Community Payback**

The Chairman, Cllr T Hawkins, reported that 7-8 Sundays had been booked for 2019, commencing on Sunday, 28<sup>th</sup> April 2019. The tasks would include the trimming of the Millennium Green bush, goal post painting, Sports Pavilion ceiling painting and rubbing down and staining of the skirting boards and door frames.

## **60.13. Consultation work of PRow's**

Cllr Rix-Clark was not present at the meeting but had submitted a written report. The Chairman, Cllr T Hawkins, read the report as follows:

“Since the last meeting I visited Norfolk Archives and collected evidence from the Apportionment Map and statement dated 4<sup>th</sup> September 1841 and from the book containing the Marham Awards, dated 6<sup>th</sup> August 1796. The corresponding map for the Marham Awards is located at St John’s College Cambridge. One does not make any sense without the other. I have visited St John’s College and collected evidence from the map. I am currently identifying the parts of awards which pertain to footpaths. With regard to the footpath used by the school children I have discovered that it has been used for more than 50 years as a permissive footpath, so because it has the landowners permission it cannot be claimed as a PROW. The only thing I need to complete now are statements of use going back at least 20 years. I have canvassed some of the older residents of the village who will give me a statement and history of the footpath. This I will complete upon my return from holiday. When I have collected the statements I will then be in a position to submit Definitive Map Modification Order applications. If I could ask Cllr Child to repeat my request for information and statements of use in the newsletter that would be greatly appreciated. As always, all the evidence I have collected is available for anyone to view.”

## **61. Planning**

### **61.1. Planning applications**

No planning applications had been received from the BCKL&WN.

### **61.2. Planning decisions**

#### **61.2.1. 19/00238/F – Janpari, The Street – Single storey extension forming kitchen dining area and the construction of a timber summer house**

Application permitted (delegated decision).

### **61.3. Late planning applications and decisions**

No late planning applications or decisions had been received from the BCKL&WN.

## **62. General correspondence**

### **62.1. For action/information**

No correspondence for action or information had been received.

### **62.2. Late correspondence**

#### Memorial plaque for Constance Baker

The Clerk had circulated a request from the great grandson of Constance Baker, Mr T Warner, to place a memorial plaque in Marham. In summary, Mr Warner had advised that during WW1, Constance Baker was a dressmaker for actresses and opera singers and put on shows in Fulham Park, London, for the armed forces by encouraging the actresses and opera singers to entertain them. Details of the work of Constance Baker could be found in the Imperial War Museum, Lambeth, and she was buried in Brompton Cemetery, Kensington, with the words on her headstone, 'Mother of the Wounded', a name given to her by the wounded soldiers that she met in Fulham. Articles had recently been published in the Norwich Evening News, Eastern Daily Press, Shropshire Daily Press, Cumberland News and Star, Daily Mail and on the ITV News about this historic lady. Mr Warner advised that she was born in Marham in 1868.

A short discussion took place and the website <https://norfolkwomeninhistory.com/1851-1899/constance-baker/> was viewed. Whilst Councillors were humbled to read about this lady, a very caring and talented lady who looked after the wounded heroes of the 1<sup>st</sup> World War in Fulham, it was noted that Constance was born 1<sup>st</sup> June 1868 as Constance Kitteringham in Fincham and did not appear to have been born in Marham. She had lived with her mother's grandparents, Thomas and Sarah Kitteringham, in Marham, for a while during her childhood. Once Constance's mother, Ann Kitteringham married the steward William Gunn, Constance then took her mother's married name, making her Constance Gunn. Councillors therefore felt that a memorial plaque in Fincham would be a far better tribute to her than of one being placed in Marham.

The Clerk would respond to Mr Warner and contact the Fincham Parish Clerk to ask that their Council give this consideration. It was agreed that if Mr Warner confirmed Constance was born in Marham, proof in the form of a birth certificate would need to be obtained in order to proceed with the request.

Cllr Bucke arrived at the meeting at 8.05pm.

## **63. BCKL&WN issues**

There was nothing to report to this meeting.

## **64. Highway matters**

There was nothing to report to this meeting.

## **65. Norfolk County Council issues**

### **65.1. Parish Partnership Scheme 2019/2020**

Details of the bids submitted to Norfolk County had been announced in March 2019 and both schemes had been approved. They were as follows:

1. Upgrade to existing phase 2 trod at a total scheme cost of £3,725.00 split 50/50 (£1,862.50 each) and;
2. Church Lane Footpath at a total scheme cost of £3,930.00 split 50/50 (£1,965.00 each, subject to a possible revised quotation being received).

## **66. Matters to report to the Clerk**

Cllr Harrison raised concern that the overflow in the men's toilets in the Village Hall was dripping constantly. The Chairman, Cllr T Hawkins, would ask the Bookings Officer to investigate this.

## **67. Items for the next agenda**

There were no matters to report to the Clerk.



**68. To record the date and time of the next Full Council meeting**

The next meeting of the Parish Council would be held on Wednesday, 15<sup>th</sup> May 2019 at 7.15pm in the Village Hall. Elected Members were expected to attend this meeting and arrive early in order to sign their forms of Office.

**69. Exclusion of Press and Public (Public Bodies (Admission to meetings) Act 1960 S1)**

**Proposed – Chairman, Cllr T Hawkins**

**Seconded – Vice Chairman, Cllr Walsingham**

**That under the Public Bodies (Admission to meetings) Act 1960 Section 1, the press and public be excluded from the meeting in order to allow confidential items to be discussed.**

**All in favour**

Borough Cllr Howland and the members of public left the Council Chamber at 8.11pm.

**69.1. Contract to carry out all ad-hoc grounds maintenance work as and when required**

See Confidential Report.

**Proposed – Cllr Harrison**

**Seconded – Cllr Barrett**

**That the Council contracts J T Caley Forestry to carry out ad-hoc grounds maintenance work as and when required to circumvent obtaining three quotations when jobs arise, subject to a maximum cost of £500.00 per job.**

**All in favour**

**69.2. Sports Pavilion, Playground and Playing Field**

**69.2.1. Sports Pavilion floors (deferred from previous meeting)**

See Confidential Report.

**69.3. Village Hall**

**69.3.1. Rescinding prior motion**

See Confidential Report.

**Proposed – Chairman, Cllr T Hawkins**

**Seconded – Vice Chairman, Cllr Walsingham**

**That the Council rescinds the motion of the meeting held on Wednesday, 13<sup>th</sup> March 2019, Item 52.3.1: *'That the Council gives permission for the builder to place a septic tank on the Village Hall land or feed it into the existing Village Hall septic tank, subject to a legal agreement that the maintenance costs of the system will be shared 50/50'.***

**All in favour**

**69.3.2. Revised Sale Price for the plot of land being marketed by Revell Estate Agents**

See Confidential Report.

**Proposed – Cllr Heather**

**Seconded – Cllr Bucke**

**That the Council approves the lower starting price of £63,000 for the plot of land adjacent to the Village Hall being marketed by Revells Estate Agent Ltd.**

**All in favour**

**69.3.3. Sewerage and soakaway for the plot of land**

See Confidential Report.

**69.3.4. Solicitor's Terms of Business**

See Confidential Report.

**Proposed – Chairman, Cllr T Hawkins**

**Seconded – Vice Chairman, Cllr Walsingham**

**That the Terms of Business by Hayes & Storr Solicitors are approved, subject to confirmation that the full fees are not payable by the Council should the sale of land not proceed.**

**All in favour**

**69.3.5. Land Registry Documents**

See Confidential Report.

**Proposed – Cllr Bucke**

**Seconded – Cllr Heather**

**That the Council purchases Village Hall Land Registry documents for Hayes & Storr at a cost of £3.00 for a Title Register, £3.00 for a Title Plan and £3.00 for a Flood Risk Indicator.**

**All in favour**

**69.4. Bookings Officer's Contract Salary Review**

See Confidential Report.

**Proposed – Cllr D Hawkins**

**Seconded – Cllr Paisley**

**That the Bookings Officer rate of pay is increased to £9.00 per hour with effect from 1<sup>st</sup> April 2019, on a contracted basis of 30 hours per month.**

**All in favour**

**69.5. Clerk's Annual Salary Review**

The Clerk left the Council chamber at 8.32pm.

See Confidential Report.

**Proposed – Cllr Paisley**

**Seconded – Cllr Bucke**

**That the Clerk's hourly rate of pay is increased from SPC 20 to SPC 22 in accordance with the current National Joint Council (NJC) Pay Scales 2019-2020 with effect from 1<sup>st</sup> April 2019.**

**All in favour**

The Clerk returned to the Council Chamber at 8.37pm.

The Chairman, Cllr T Hawkins, closed confidentiality and resumed the meeting at 8.37pm.

The Chairman thanked everyone for attending and closed the meeting at 8.38pm.