

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 4<sup>th</sup> January 2017 at 7:00pm

*DRAFT - SUBJECT TO CONFIRMATION*

**Present:** Councillors James Wilson (Chair), Nick Bithray, Alan Mitchell, Nick Redwood, Darren Heffer, Lucy Johnson & the Clerk.



## 1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Casey, Pratt, Spinks, Borough Cllrs Devereux & Wright & County Cllr Dobson.

**2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 7<sup>th</sup> December 2016 were approved & duly signed by Chairman Wilson as a correct record.

**3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – None.

**4. ALLOW PUBLIC PARTICIPATION** – None present.

**5. MATTERS ARISING FROM PREVIOUS MINUTES** – None.

## 6. AGENDA

**(a) Update from the Borough Council and County Council** – None present, no queries.

**(b) Parish Precept for 2017** – After reviewing the accounts and discussing 2016 expenditure and what is proposed for 2017 Cllr Wilson proposed the PC request £12k, (which is the same as requested in 2016 and lower than £12500 per year requested in 2012, 2013 and 2014). This proposal was seconded by Cllr Heffer and voted for by all.

**(c) Agnes Bigge** – a discussion took place regarding identifying the oldest people in the Village to distribute the funds to. Cllr Wilson proposed Cllr Casey and Pratt distribute to the people they have identified asap, seconded by Cllr Johnson and voted for by all.

**(d) Allotments** – After reviewing the account, Cllr Wilson proposed the allotment rents stay at £15 for 1/8 acre for the year, seconded by Cllr Bithray and voted for by all. Clerk to include vermin and poultry keeping paragraph in cover letter and in bold in the tenancy agreement.

**(e) Timekeepers Cottage** – Cllr Heffer has confirmed the clock is working.

**(f) Concrete posts on Lynn Road** – Clerk updated the Council with Sally Bettinson from NCC's options. Trees or planters can not replace the posts. She could issue a right-to-cultivate licence but the Council would need to maintain any planting that took place. Following a discussion regarding the options Cllr Johnson proposed the Council wait to see how well the new gateways are received (if our funding application is successful) and possibly discuss replacing them later in the year.

**(g) Exercise classes on the Recreation Ground** – Mrs Shah has enquired about running a weekly circuits class for all ages with the Social Club (who have in-turn spoken to the Football team). Mrs Shah confirmed she would not hold classes that would clash with the football fixtures and confirmed it is a business venture. She holds her own Public Liability Insurance which would cover anyone that came to the class against injury. Cllr Redwood, Johnson, Bithray and Wilson voiced their support for the classes as the Recreation ground is for use by the Villagers. No objections.

**7. Planning** – chaired by Cllr Johnson

**(a)** Discuss applications received between compilation of Agenda and the meeting – None

**(b)** Discuss new/pending applications – none received throughout the month.

- 8. Finance** - Approve pending payments for January. The monthly accounts were proposed for payment by Cllr Wilson, seconded by Cllr Heffer and approved by all:

<b>Bank Account</b>	<b>04/01/2017 (£)</b>	<b>01/2016 (£)</b>
Current	980.13	406.17
Deposit	19329.82	15197.74
Allotment	175.08	340.81
Agnes Bigge	90.08	10.08
<b>TOTAL</b>	<b>20575.11</b>	<b>15954.80</b>

<b>A/C</b>	<b>Description</b>	<b>Supplier</b>	<b>Period</b>	<b>Payment Type</b>	<b>VAT (£)</b>	<b>Gross (£)</b>	
<b>Current</b>	Clerk's wages	J Shah	November	BACS		222.32	
	Christmas lights	Thaxters (refund to clerk)	December	BACS	24.49	146.95	
	Home Office (£10pm), Broadband (£5pm) & Expenses (print/postage)	J Shah	Oct / Nov / Dec	BACS		45.00	
	Street Lighting	E-ON	December	Direct Debit	4.80	100.77	
	Street Lighting maintenance	K & M Lighting Services	December	BACS	4.71	28.28	
<b>Allotment a/c</b>	Mowing pathways	C Waterson	Yearly	100107		140.00	
	Water charges (Ingoldisthorpe)	Anglian Water	3 months	Direct Debit		29.40	
	Water charges (The Drift)	Anglian Water	3 months	Direct Debit		56.19	
<b>TOTAL</b>						<b>34.00</b>	<b>768.91</b>

**9. Correspondence**

- (a) Invitation to Hunstanton Civic Service, 5<sup>th</sup> Feb. Noted.
- (b) Single Issue Silica Sand Review of the Minerals Site Specific Allocations DPD - available for public inspection at all public libraries in Norfolk from 4<sup>th</sup> Jan. Noted.
- (c) Consultation on Video Conferencing from Norfolk ALC. Noted.
- (d) East Coast Community Fund. Noted.

**10. Receive items for the next agenda – covered throughout the meeting.**

- (a) Bus Shelter roof – Cllr Heffer to look at it.
- (b) Street light-bulb replacements with LEDs.
- (c) Cllr Bithray requested footpath signage towards Snettisham from Dersingham. Cllr Wilson proposed two wooden finger-post signs. Cllr Redwood proposed a small map. Clerk to bring images to February meeting for discussion.
- (d) Cllr Mitchell has had reports of a stray dog in the bins at Grovelands and Smithy Road.

**Next meeting: Wednesday 1<sup>st</sup> February at 7:00pm.**

*The meeting closed at 19:53*

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 1<sup>st</sup> February 2017 at 7:00pm



*DRAFT - SUBJECT TO CONFIRMATION*

**Present:** Councillors James Wilson (Chair), Nick Bithray, Carole Casey, Darren Heffer, Sylvia Pratt, Nick Redwood, Cty Cllr Dobson & the Clerk.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Parish Cllrs Johnson, Mitchell and Spinks in addition to Borough Cllrs Devereux and Wright.

**2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 4<sup>th</sup> January 2017 were approved & duly signed by Chairman Wilson as a correct record.

**3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – None.

**4. ALLOW PUBLIC PARTICIPATION** – Mick Plaice.

**5. MATTERS ARISING FROM PREVIOUS MINUTES** – None.

## 6. AGENDA

**(a) Update from the Borough Council and County Council** – Cllr Dobson commented that everyone will be asked to pay more on their Council tax for adult social care. In the matter of paying for the maintenance of the sea defences, he advised IPC to follow other Parish Councils in the area and decline to do so as it is double taxation.

**(b) Agnes Bigge** – Cllr Pratt confirmed they had cashed the money and were splitting it between four parishioners who are in their 90<sup>th</sup> year or over.

**(c) Allotments** – the Clerk gave an update on rents coming in and plots given-up.

**(d) Bus shelter roof** – Cllr Heffer gave an update on the roof. The shingles are rotten but it can't be patched due to the way it is made. He recommended slating it with a lead hip. Nothing too heavy can go on there. Clerk and Cllr Heffer to get separate quotes to strip and re-do with shingles or slate. One of the brackets has fallen off the seats, Cllr Heffer has kindly offered to fix it.

**EXTRAORDINARY ITEM: Social Club Insurance** – Only Members, friends and guests who sign the guestbook are covered by the Social Club's Public Liability on the playground. The playground Public Liability will be paid for by the Parish Council and will be put back on the Insurance by the Clerk. The ISSC will still cover the playground equipment (fixed assets on the ground). Public Liability for those who walk on the Recreation Ground will also be clarified with our insurers.

**(e) Streetlight replacements** – Following a discussion converting the remaining lights to LEDs. Cllr Bithray proposed changing the remaining 13 lights in the village, seconded by Cllr Wilson and voted for by all.

**(f) Finger post** – Clerk has asked for approval from Norfolk County Council and asked for suggested suppliers. Also asked Fitzpatrick Woolmer to quote, still awaiting the cost.

**(g) Playground** - Clerk confirmed IPC had been successful in gaining £2000k funding for the playground. She will speak to the ISSC about this and the proposed plans to spend it.

**(h) Exercise classes on the Recreation Ground** – Mrs Shah has spoken informally to Daniel Hearle who has not got an issue with the classes and is awaiting his fixtures schedule.

**7. Planning** – chaired by Cllr Bithray.

**(a)** Discuss applications received between compilation of Agenda and the meeting – None.

(b) Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance
17/00048/CM	Ingoldisthorpe School	Single storey garden room extension to classroom	✓

8. **Finance** - Approve pending payments for February. The monthly accounts were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all:

Bank Account	01/02/2017 (£)	02/2016 (£)
Current	341.81	902.17
Deposit	19329.82	13697.74
Allotment	265.35	545.28
Agnes Bigge	2.08	10.08
<b>TOTAL</b>	<b>19939.06</b>	<b>15155.27</b>

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
<b>Current</b>	Clerk's wages	J Shah	December	BACS		222.32
	Meeting room donation	Ingoldisthorpe Village Hall	Annual	BACS		120.00
	Street Lighting	E-ON	January	Direct Debit	4.80	100.77
	Street Lighting maintenance	K & M Lighting Services	January	BACS	4.71	28.28
<b>Agnes Bigge</b>	2016 Distribution		Annual	CHQ: 100033		88.00
<b>TOTAL</b>					<b>9.51</b>	<b>559.37</b>

9. Correspondence

- (a) Police newsletters and meeting on 30<sup>th</sup> January. Noted.
- (b) BT phoneboxes in the area being confirmed for removal/adoption. Noted.
- (c) Grey waste bins being opened by stray dog. Noted.
- (d) KLWNBC Planning website improvements. Noted.
- (e) Grovelands streetlight connection date – 6<sup>th</sup> February. Noted.
- (f) Snettisham PC re: Silica Sand site for extraction update. Noted.
- (g) External auditor set for 1<sup>st</sup> April 2017 onwards for Norfolk councils. Noted.

10. Receive items for the next agenda – covered throughout the meeting.

Next meeting: Wednesday 1<sup>st</sup> March at 7:00pm.

The meeting closed at 20:15

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 1<sup>st</sup> March 2017 at 7:00pm



**Present:** Councillors James Wilson (Chair), Nick Bithray, Carole Casey, Darren Heffer, Lucy Johnson, Alan Mitchell, Sylvia Pratt, Borough Cllr Devereux, Cty Cllr Dobson, Dave Robson of King's Lynn West Norfolk Borough Council (KLWNBC), the Clerk.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Parish Cllrs Redwood and Spinks in addition to Borough Councillor Wright.

**2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 1<sup>st</sup> February 2017 were approved & duly signed by Chairman Wilson as a correct record.

**3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – Cllr Wilson declared an interest in planning issues.

**4. ALLOW PUBLIC PARTICIPATION** – None present.

**5. MATTERS ARISING FROM PREVIOUS MINUTES** – None.

## 6. AGENDA

### (a) Update from the Borough Council and County Council

Dave Robson explained the letter from the Department for Environment, Food and Rural Affairs (DEFRA) which instigated the meeting which was held on 22<sup>nd</sup> December to discuss potential funding options for the flood defences. DEFRA's letter suggested that Parish Council's could use section 137 to help fund the local sea defence fund and annual recycling between South Hunstanton and Snettisham.

KLWNBC look after the cliffs and the prom at Hunstanton. Up until 2 years ago the defence was 100% funded by Central Government, last year, KLWNBC, the Environment Agency and the County Council each funded £50k with 41% of costs still covered by Central Government. KLWNBC are looking at different funding streams including Parish Councils. There needs to be enough money in the pot to pay for periodic dredging (as occurred in 1990 and 2006) which costs circa £1.5m. Cllr Johnson asked if gabions could work. The response was that hard defence is would cost 10s of millions. The current policy is to 'hold the line' for the next 5 years but as of 2025 they may make space for water.

Cty Cllr Dobson spoke about how he has been a member of The Wash East Coastal Management board for many years and it is severely flawed. This is not a proper charge on a Parish Council to defend for life and property. That is DeFRAs job. He urged the Parish Council to sign the joint letter from the Villages along the Coast to the Secretary of State. Cllr Wilson informed him that this was the Parish Council's intention. Cllr Dobson has tried to get the County Council interested for years since they are the senior flood authority on the County. He also suggested the Parish Council complain to the County Council that they appear to be standing to one-side on this. KLWNBC have formal responsibility at Hunstanton but not for the recharging down here.

Borough Cllr Devereux holds the portfolio for the work and can not stand by when there is a threat. We are where we are. There is no obligation on Parish Councils to pay.

Dave Robson finished by reiterating that KLWNBC received the letter from DEFRA which

mentioned Parish Council's as a possible source of funding. They took the view that PCs should therefore get to have an opinion on this suggestion which is why KLWNBC distributed the letter. If we want more information on this we can contact him.

Cllr Dobson gave a brief report on County Council matters and Cllr Devereux mentioned a consultation which will be coming our way regarding boundaries, redefining wards and how many Borough Councillors are needed.

*Dave Robson, Cllr Devereux and Cllr Dobson left the meeting at 19:25.*

Cllr Wilson proposed that the Clerk write to the County Council expressing that the Parish Council is appalled that they are standing by and not fulfilling their duty as the senior flood authority in the County and to sign the joint letter to the Secretary of State which Simon Bower, Clerk to Snettisham has drafted (along with Cllr Devereux).  
Seconded by Cllr Pratt and voted for by all.

- (b) Bus shelter roof** – Quotes received to redo the roof from Hooker and David Pearce.  
Hooker Roofing: Slate with lead hips £4450 + VAT / Shingles (wood) £4250 + VAT  
David Pearce: Slate with lead hips £2720 *excluding* scaffold.

Cllr Wilson proposed Cllrs vote on slate (last approximately 60 years) and shingles (last for 20 years). With a vote of 4 votes for Shingles (Cllrs Casey, Pratt, Mitchell and Bithray) to 3 for Slate (Cllrs Wilson, Heffer and Johnson), the roof will be redone in Shingles to maintain the original design (as it is currently shingles). Cllr Heffer to inform Hooker.

- (c) Streetlight replacements** – Clerk confirmed all 13 lights have been changed to LED which completes the Village's transition to LED streetlighting.
- (d) Finger post** – Clerk has spoken to NCC Highways who have said they will arrange and fit the new finger post. Clerk to speak to Sally Bettinson to see if two can be put-up to signpost the Northerly and Southern entrances off The Drift to the footpaths.
- (e) Playground** – Clerk reported that the cost of a new mini orbiter, refurbishment of the two existing spring rockers and a new playground gate would cost £2244.61. ISSC may contribute the additional £244.61 required which is a shortfall from the Tesco funding (as the Parish Council did not secure the full £5000).
- (f) Village Hall** – Cllr Mitchell reported that the Village Hall committee has looked into heating options for the hall and decided upon wall-mounted Air Conditioning costing circa £6k + VAT. Planning permission is also required at a cost of £190 for the units which sit outside the building. The Borough Council want to see a letter of support from the Parish Council. Cllr Mitchell proposed the PC sign the letter of support, seconded by Cllr Pratt and voted for by all.

**7. Planning** – chaired by Cllr Bithray.

**(a)** Discuss applications received between compilation of Agenda and the meeting – None.

**(b)** Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00048/CM	Ingoldisthorpe School	Single storey garden room extension to classroom	✓	KLBCWN approved
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓	
17/00315/CM	Sewage Facility Shernborne Road	COUNTY MATTERS: Construction of five new GRP Kiosks	✓	

**8. Finance** - Approve pending payments for March. The monthly accounts were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all:

<b>Bank Account</b>	<b>01/03/2017 (£)</b>	<b>03/2016 (£)</b>
Current	2870.44	435.89
Deposit	18329.82	15910.98
Allotment	340.35	575.53
Agnes Bigge	2.08	30.08
<b>TOTAL</b>	<b>21542.69</b>	<b>16952.48</b>

<b>A/C</b>	<b>Description</b>	<b>Supplier</b>	<b>Period</b>	<b>Payment Type</b>	<b>VAT (£)</b>	<b>Gross (£)</b>
<b>Current</b>	Clerk's wages	J Shah	February	BACS		222.32
	Bus Shelter cleaning	D Spinks	3 months	101382		45.00
	Street Lighting	E-ON	February	Direct Debit	4.80	100.77
	Street Lights: 13 LEDs including lanterns in Grovelands	K & M Lighting Services	One-off	BACS	317.00	1902.00
	Street Lighting maintenance	K & M Lighting Services	February	BACS	4.71	28.28
<b>TOTAL</b>					<b>326.51</b>	<b>2298.37</b>

**9. Correspondence**

- (a) Letter of thanks from the Village Hall committee for the donation of £120. Noted.
  - (b) Rangers Visit. Clerk has requested Little Lane sweep, the filling of three potholes and removal of temporary posts next to the school on the trod which was laid last year.
  - (c) Local sea defences funding request from the Borough Council. Covered in point 6(a).
  - (d) Planning conference, 2<sup>nd</sup> March by Suffolk ALC. Noted.
  - (e) Norfolk ALC message from the Chairman. Noted.
  - (f) Locality 'How to keep it local guide'. Noted.
  - (g) Parish Precept: amendment to tax base on unfurnished properties. Noted.
  - (h) New Community Infrastructure Levy (CIL) coming into effect on 15<sup>th</sup> February. Noted.
- 10.** Receive items for the next agenda – covered throughout the meeting.
- (a) Parish Partnership Scheme
- 11.** Extraordinary Items: Cllr Johnson has given in her resignation but hopes to be back in a few years when she moves back to the Village. Clerk to advertise the vacancy.

**Next meeting: Wednesday 5<sup>th</sup> April at 7:00pm.**

*The meeting closed at 20:15*

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 5<sup>th</sup> April 2017 at 7:00pm



**Present:** Councillors James Wilson (Chair), Nick Bithray, Carole Casey, Darren Heffer, Alan Mitchell, Sylvia Pratt, Nick Redwood, Borough Cllr Devereux and Wright, Cty Cllr Dobson and the Clerk.

**Members of the public:** Stuart Dark, Lew Dyer

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Parish Cllr Spinks.

**2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 1<sup>st</sup> March 2017 were approved & duly signed by Chairman Wilson as a correct record.

**3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – Cllr Wilson declared an interest in item (d), correspondence.

**4. ALLOW PUBLIC PARTICIPATION** – Lew Dyer came to ask permission to take over part of the Bowman allotment to run his nursery following correspondence before the meeting. This was approved by the Council. Mr Dyer is to speak to Mr Bowman to pro-rata the rent and the water bill.

**5. MATTERS ARISING FROM PREVIOUS MINUTES** – None.

## 6. AGENDA

### (a) Co-option of new Parish Councillor

Cllr Devereux mentioned that we could co-opt the resident who has not been in the Village for one year without voting powers until they qualify for co-option. Clerk to ask resident to come to the next meeting if they are still interested.

### (b) Update from the Borough Council and County Council

Cllr Wright is dealing with Heritage Youth advisory board as Council representative and is taking up a Voluntary position with Prince's Trust for West Norfolk. She suggested people go to the 'Years events' on the Borough Council website as there is a lot on there.

Cllr Wilson spoke about how fly-tipping is an ongoing issue on his land which is exacerbated with the Council making it difficult for people to take things to dumps. Cllr Devereux urged anyone who sees fly-tipping on public land to report it as they try to remove it the same day. Cty Cllr Dobson explained the tip is overstrict on recycling of household waste on building things to stop the trade taking things. There is a balance but we are lucky Heacham is still open.

Cty Cllr Dobson reported that there would be an election in the County Council this May. He is retiring and therefore will not be standing. He introduced Stuart Dark who will be running for office. Stuart ran a very successful campaign to ensure Silica Sand extraction did not occur on local land, lives in Snettisham and is on Snettisham Parish Council.

Cllr Dobson has been working on buses and the issue with Stagecoach and Link running competing services which run throughout the Village. Both companies are more concerned with putting people out of business than taking people where they want to



go. He is working on getting the bus surface all the way to Cromer and back to King's Lynn for when people want to go there with Dersingham Parish Council. **If anyone has any issues please send them to Cllr Dobson in the next two weeks.** Cllr Casey reported that those with mobility issues find it difficult to get to and from the Red Pumps bus stop and the Doctors. Clerk to send information to Cllr Dobson. Cllr Wilson thanked Cty Cllr for his work.

*Borough Councillors Devereux & Wright along with County Councillor Dobson & Stuart Dark left the meeting at 19:30.*

- (c) Parish Partnership Scheme** – the Clerk reported that the PC had been unsuccessful in obtaining funding for the Pedestrian Refuges up Brickley Lane. Cllr Wilson asked for a vote on putting the trod at the top of Brickley Lane on hold until the more dangerous part of the road could be made safer. The Council voted 5 Cllrs to 2 for the trod to be put on hold. Clerk to ask NCC to trim and mow the verge on a regular basis (once a month over Summer) to create a grass path and maintain safe passage for pedestrians.
  - (d) Bus shelter roof** – Cllr Heffer reported that this will be completed in May.
  - (e) Finger post** – Clerk confirmed that NCC were installing a finger post to signpost the footpath heading North from the Drift.
  - (f) Playground** – Clerk reported that as planting was part of the original bid for Tesco funding that the shortfall of £500 between the installation of the Roundabout and rockers needed to spent on this rather than the new item of a gate. Cllr Pratt asked whether there was enough money to buy a different item of play equipment. Clerk confirmed there was not. Clerk presented a community orchard idea by a local gardener who is a specialist in fruit trees however the cost is £1100. Clerk to ask gardener if the trees can be thinned out to match the budget.
  - (g) Village Survey** – Cllr Mitchell reported that a Village Survey was completed approximately 15 yrs ago. The Village Hall Committee would like to complete a new survey & wanted to know if the Parish Council would like to be involved. The PC agreed.
- 7. Planning** – chaired by Cllr Bithray.
- (a)** CPRE Norfolk Petition re: housing allocations. 4 votes for signing vs. 3 against. Cllr Bithray signed the petition, Clerk to scan and send to the CPRE.
  - (b)** Discuss applications received between compilation of Agenda and the meeting – None.
  - (c)** Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00048/CM	Ingoldisthorpe School	Single storey garden room extension to classroom	✓	KLBCWN approved
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓	KLBCWN Awaiting decision
17/00315/CM	Sewage Facility Shernborne Road	COUNTY MATTERS: Construction of five new GRP Kiosks	✓	KLBCWN Awaiting decision
17/00420/LDE	Hall Farm	Lawful Development Certificate: Continued use for open storage of caravans	✓	
17/00464/F	Village Hall	Air conditioning units	✓	

**8. Finance** - Approve pending payments for April. The monthly accounts were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all:

Bank Account	05/04/2017 (£)	04/2016 (£)
Current	626.83	1158.17
Deposit	18329.82	13000.00
Allotment	457.95	665.28
Agnes Bigge	2.08	10.08
<b>TOTAL</b>	<b>19416.68</b>	<b>14833.53</b>

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Current	Clerk's wages	J Shah	February	BACS		222.32
	Home Office (£10pm), Broadband (£5pm) & Expenses (print/postage)	J Shah	Jan, Feb, Mar	BACS		105.18
	Street Lighting	E-ON	March	Direct Debit	4.80	100.77
	Street Lighting maintenance	K & M Lighting Services	March	BACS	4.71	28.28
Allotment	Drainage Rates	KL Internal Drainage Board	2017 – 2018	BACS		149.40
	Water charges (Ingoldisthorpe)	Anglian Water		Direct Debit		0.00
	Water charges (The Drift)	Anglian Water		Direct Debit		111.23
<b>TOTAL</b>					<b>9.51</b>	<b>717.18</b>

**9. Correspondence**

- (a) Mr & Mrs Wyer of Dersingham have informed the PC that they are hoping to pitch a food van selling locally sourced burgers at the Ingoldisthorpe Layby. Noted.
- (b) CIL Parish Payments information at: <https://www.west-norfolk.gov.uk/CIL>. Noted.
- (c) Training for Parish Councils. Noted.
- (d) BCKLWN, Local Plan review of sites put forward for housing allocation to 2036. Noted.
- (e) Mazars, annual audit papers. Noted.

**10.** Receive items for the next agenda – covered throughout the meeting.

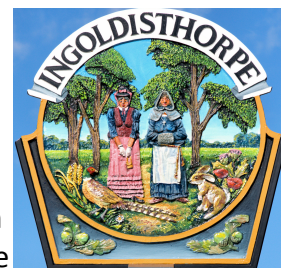
- (a) Clerk to publicise the spare allotments on the noticeboards throughout the Village.

*The meeting closed at 20:20*

**Next meeting:**

**Annual Parish Meeting, 7pm Wed 3<sup>rd</sup> May, followed by the Annual General Meeting.**

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 3<sup>rd</sup> May 2017 at 7:00pm



**Present:** Councillors James Wilson (Chair), Nick Bithray, Carole Casey, Darren Heffer, Alan Mitchell, Sylvia Pratt, Nick Redwood, Borough Cllr Wright and the Clerk.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Parish Cllr Spinks and Borough Cllr Devereux.

## 2. APPROVE THE ELECTION OF OFFICERS & AREAS OF RESPONSIBILITY

**Chairman:** James Wilson

Proposer: Cllr Heffer                      Seconded by: Cllr Bithray                      ALL IN FAVOUR

**Vice-Chairman and Chair in Planning related matters:** Nick Bithray

Proposer: Cllr Wilson                      Seconded by: Cllr Redwood                      ALL IN FAVOUR

### Planning Areas:

Grovelands:                                      Carole Casey & Sylvia Pratt

Hill Road/Smithy Road:                      Alan Mitchell

Top of Hill Road/Manor areas:              Nick Redwood

Lynn Road/Sandy Lane areas:              Nick Bithray

Lynn Road/The Drift areas:                Darren Heffer

**Allotments:**                                      Tony Spinks & Alan Mitchell

**Agnes Bigge Charity:**                        Carole Casey & Sylvia Pratt

**ISSC Committee representatives:**        Nick Redwood (Chairman)

**Recreation Ground Charity Trustees:**    James Wilson, Alan Mitchell,  
Graham Piggott, Nick Redwood & Tony Spinks

ALL IN FAVOUR

3. **APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 5<sup>th</sup> April 2017 were approved & duly signed by Chairman Wilson as a correct record.

4. **RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – None.

5. **ALLOW PUBLIC PARTICIPATION** – None present.

6. **MATTERS ARISING FROM PREVIOUS MINUTES** – Agenda item 6(b): Clerk to write to County Council regarding a Bus Stop closer to the Doctor's surgery in Dersingham.

## 7. AGENDA

### (a) Update from the Borough Council and County Council

Flood defence meeting is coming up on 22<sup>nd</sup> May. Cllr Wright is very much on the side of the Parish Councils. Cllr Devereux is the Chair of the East Coast Wash Management Strategy. There was a rural crime meeting that Lorne Green instigated at Park Farm and the main topic of conversation was fly-tipping. Cllr Wright is becoming the Ambassador for Norfolk for the Prince's Trust. Anyone wishing to volunteer please get in touch with her.  
*Borough Councillor Wright left the meeting at 19:30.*

(b) **Parish Partnership Scheme** – Confusion at Norfolk County Council has delayed the order on the Village Gateways. Clerk has paid NCC for half the cost as they requested. Manufacturer (Glasdon Gateways) is on standby for order. Clerk to chase NCC again.

(c) **Finger post** – Clerk confirmed that NCC had ordered the finger posts.

**(d) Playground** – Clerk reported that Playmaintain has agreed to pull together a small trim trail so that the overall cost of playground works comes to £2000 received from Tesco. The Clerk will apply to the Orchard fund next year to try and obtain £700 for a community orchard.

**(e) Village Survey** – the Hall Committee are working on the survey and will have it by the next meeting.

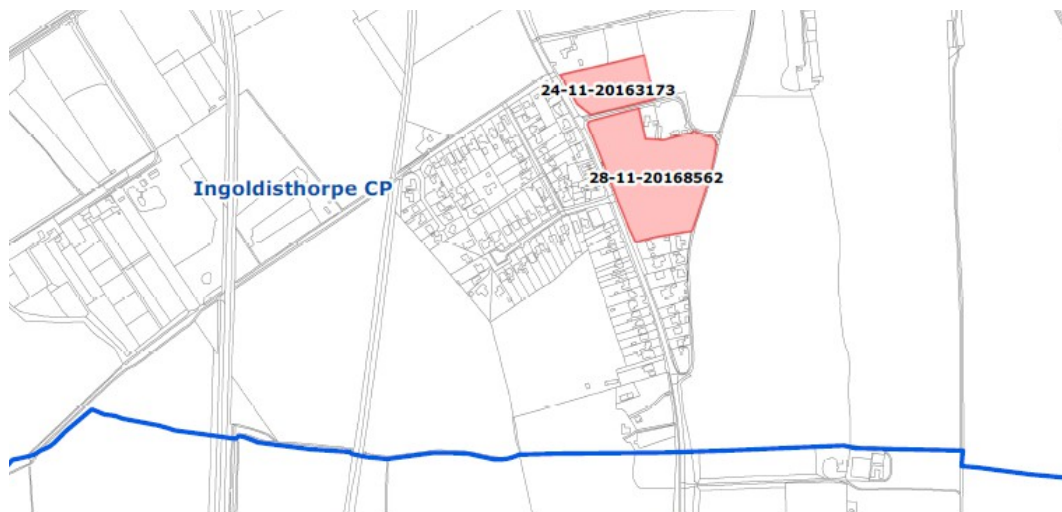
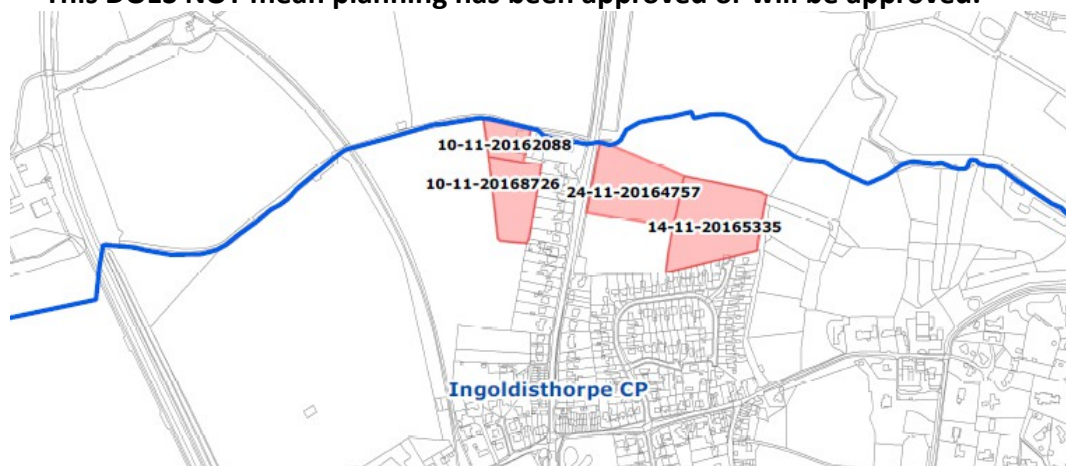
**8. Planning** – chaired by Cllr Bithray

**(a)** Discuss applications received between compilation of Agenda and the meeting – None.

**(b)** Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓	KLWNBC Awaiting decision
17/00315/CM	Sewage Facility Shernborne Road	COUNTY MATTERS: Construction of five new GRP Kiosks	✓	KLWNBC Awaiting decision
17/00420/LDE	Hall Farm	Lawful Development Certificate: Continued use for open storage of caravans	✓	KLWNBC Approved
17/00464/F	Village Hall	Air conditioning units	✓	KLWNBC Approved

**NB.** Submissions from Ingoldisthorpe landowners to KLWNBC following their 'call for sites' to take the local development framework to 2036 are shown in the maps below. **This DOES NOT mean planning has been approved or will be approved.**



<p>Borough Council of King's Lynn &amp; West Norfolk</p> <p>Tel: 01553 616200 Email: info@west-norfolk.gov.uk</p>	<p>Title</p> <p>Ingoldisthorpe (zoomed b)</p>	<p>Scale</p> <p>1:6,000</p>	<p><b>Legend</b></p> <p> Parish Boundary</p> <p> Submitted Sites 2016</p>
	<p>Project / Details</p> <p>Local Plan review (2016 - 2036) "Call for Sites &amp; Policy Suggestions" Consultation 2016 - Sites Submitted</p>	<p>Date</p> <p>13/03/2017</p>	
		<p>Drawn by / Department</p> <p>FB/PP</p>	
		<p>Drawing / Reference Number</p> <p>031b</p>	

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Ordnance Survey 100024314

**9. Finance** - Approve pending payments for May. The monthly accounts were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all:

Bank Account	03/05/2017 (£)	05/2016 (£)
Current	1843.28	801.90
Deposit	27199.68	25321.76
Allotment	376.72	600.83
Agnes Bigge	2.08	10.08
<b>TOTAL</b>	<b>29421.76</b>	<b>26734.57</b>

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Current	Clerk's wages	J Shah	April	BACS		247.33
	Churchyard Donation	IPCC	2017/18	CHEQUE		550.00
	Annual Subscription	Norfolk ALC	2017/18	BACS		175.63
	Street Lighting	E-ON	March	Direct Debit	5.08	106.66
	Street Lighting maintenance	K & M Lighting Services	March	BACS	4.71	28.28
<b>TOTAL</b>					<b>9.79</b>	<b>1107.90</b>

Appraisal of Clerk's wages took place between meetings. Cllr Mitchell proposed an increase from SCP21 to SCP24, back dated to 1<sup>st</sup> April. Seconded by Cllr Casey and voted for by all.

#### 10. Correspondence

(a) Response from NCC re: Flood defences: *It is not the case that the County is simply passing on responsibilities to the district council. The District Council, in conjunction with the Environment Agency are leading on the flood defences because these are duties that central government has given them through statutory legislation. I would like to assure you that Norfolk County Council takes its own flood risk roles extremely seriously and if you have any issues regarding flash flooding please do not hesitate to contact me.*

(b) Fly-tipping in Chalk Pit road by a member of the public. Noted.

(c) Police Newsletter.

(d) Meeting to discuss Flood Defence Funding. Noted.

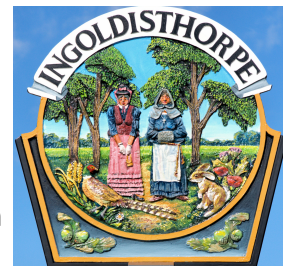
#### 11. Receive items for the next agenda - none

- Cllr Bithray asked about the new 30mph sign on The Drift. Clerk explained it is a Highways issue. Parishioners can contact NCC via their website. It has never been a 20mph road
- Cllr Pratt asked if anything can be done about the pond as it is disgusting. Cllr Wilson commented that it hasn't rained for 7 weeks and it may be drought related.
- Cllr Heffer commented that the large bus stop shelter will be surrounded by HERAS fencing and out-of-use while it is being re-roofed.

***The meeting closed at 20:05***

**Next meeting: Wednesday 7<sup>th</sup> June at 7pm.**

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 14<sup>th</sup> June 2017 at 7pm



**Present:** Councillors James Wilson (Chair), Nick Bithray, Carole Casey, Darren Heffer, Alan Mitchell, Sylvia Pratt, Nick Redwood, County Cllr Stuart Dark, Borough Cllrs Devereux, Wright and the Clerk.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Parish Cllr Spinks.

**2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 3<sup>rd</sup> May 2017 were approved & duly signed by Chairman Wilson as a correct record.

**3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – Cllr Wilson, Cllr Casey and Cllr Wright declared an interest in the planning application 17/00088/RMM.

**4. ALLOW PUBLIC PARTICIPATION** – None present.

**5. MATTERS ARISING FROM PREVIOUS MINUTES** – None.

## 6. AGENDA

### (a) Update from the Borough Council & County Council

Borough Cllr Devereux explained the Green Points scheme that the PC had correspondence on this month. There is also a doorstep team over Summer to help people with recycling although he is not sure if Ingoldisthorpe is included. We could request it from Barry Brandford at KLWNBC.

Borough Cllr Wright gave a short update on the Flood group meeting and Heritage matters she has been involved in and calls for all volunteers for the Prince's Trust (which she is Ambassador for) to please get in touch.

Cty Cllr Dark introduced himself as Ingoldisthorpe's new County Councillor achieving almost 73.5% of the vote with almost 2500 people voting for him. He is now also Vice-Chairman of childrens services for the County which means he can link into the schools in this area for investment. Along with the other 11 Conservative Councillors from West Norfolk he is working to get a fair return for the area. Residents of West Norfolk are paying more taxes and receiving more houses but need investments back this way. There are Councillors on each of the 6 committees from West Norfolk. These committees are: Adult social services, Children's services, Environment Development and Transport committee (which covers waste / recycling), Policy planning, Emergency response , Emergency planning and flooding. He is trying to stop siloed working across services. Cllr Redwood commented that our services are at breaking point and more houses will just add to the problem. Cllr Dark responded that the Council has previously been good at implementing hard infrastructure such as roads and drainage but not so well in soft infrastructure such as GPs, dental practices, policing and pre-school provision.

### (b) Parish Partnership scheme

The Village Gateways have been ordered and should be ready by the end of the month.

### (c) Bus Stop Roof

The new Shingle roof is now complete and all commented on how good it looks.

**(d) Finger post** – the Council were at the area today and it should be in imminently.

**(e) Playground** – Playmaintain will fit the new playground equipment at the end of the month. Cty Cllr Dark commented that it could be worth looking at a service agreement.

Clerk to investigate.

**(f) Village Survey** – Cllr Pratt commented that it is far too long, half questions don't apply to this Village. More suitable for the ONS (Office of National Statistics). The Councillors discussed that it is a fine balance between obtaining relevant data and people filling it in. Cllr Mitchell commented that the reason for survey was to aid in grant applications, so the Village Hall Committee (VHC) and the PC know what the Village would like / require. The VHC would like questionnaires back by the end of July (returned to the Post Office). Cllr Casey suggested encouraging people to fill it in with a prize draw for respondents. Cllr Pratt asked who was going to pay for it. Cllr Mitchell proposed the Parish Council could donate £200 towards printing costs, seconded by Cllr Wilson and voted for by all.

**7. Planning** – chaired by Cllr Bithray

Cllr Bithray asked about a new planning application at Oak Farm. The Clerk has yet to receive notification of the application so will add it to next Month's agenda when it comes through.

**(a)** Discuss applications received between compilation of Agenda and the meeting

**(b)** Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓ subject to no change to houses being overlooked in Grovelands	UPDATED LAYOUTS
17/00315/CM	Sewage Facility Shernborne Road	COUNTY MATTERS: Construction of five new GRP Kiosks	✓	KLWNBC Approved

**8. Finance**

**(a)** Clerk to present the accounts for the year 2016/17. The annual accounts were proposed as accurate by Cllr Wilson, seconded by Cllr Redwood and voted for unanimously.

**(b)** Approve pending payments for June. The monthly accounts were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all:

Bank Account	14/06/2017 (£)	06/2016 (£)
Current	1253.71	488.80
Deposit	27199.68	25321.76
Allotment	246.73	600.83
Agnes Bigge	2.08	10.08
<b>TOTAL</b>	<b>28702.20</b>	<b>26421.47</b>

Two credits have been received by the Council this month:

- i. £676.41 VAT refund
- ii. £210.41 eON – a refund backdated to February (when the LED bulbs were installed).

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
<b>Current</b>	Clerk's wages	J Shah	April	BACS		247.33
	Annual Insurance	Zurich	2017-18	BACS		604.06
	Internal Audit	J Raby	Annual	BACS		75.00
	Bus Shelter Roof	Hooker roofing	One-off	BACS	850.00	5100.00
	Bus Shelter cleaning	D Spinks	3 months	101383		45.00
	Peppercorn Rent for Village Clock	Mr & Mrs Walmsley	Annual	101384		15.00
	Street Lighting maintenance	K & M Lighting Services	March	BACS	4.71	28.28
<b>TOTAL</b>					<b>854.71</b>	<b>6114.67</b>

## 9. Correspondence

- (a) Seafarers UK: Fly the red ensign. Noted.
- (b) Norfolk Playing Fields Association invite to Castle Farm on 17th June. Noted.
- (c) West Norfolk Green Points Community Chest. Noted.
- (d) Norfolk Constabulary newsletter. Noted.
- (e) Councillor training in Snettisham, 2<sup>nd</sup> August. Noted.
- (f) Ingoldisthorpe Youth Football Club donation request. Noted.

## 10. Receive items for the next agenda

- (a) Cllr Casey parking on Grovelands. A van keeps parking on the corner forcing cars to pull-out to go round it on the blind bend. It sometimes obstructs the pavement making it difficult if not impossible for a wheelchair or pram to pass. Cllr Casey to report back in July. Cllr Dark commented that it is a police matter and proposed residents call 101.
- (b) Cllr Dark commented that the British Legion are looking to host events next November to mark the 100 year anniversary of the end of WWI. Cllr Casey said the WI will host an afternoon tea on the following weekend to celebrate the beginning of peace.

***The meeting closed at 20:25***

**Next meeting: Wednesday 5<sup>th</sup> July at 7pm.**



# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 5<sup>th</sup> July 2017 at 7pm



**Present:** Councillors James Wilson (Chair), Carole Casey, Darren Heffer, Alan Mitchell, Sylvia Pratt, Nick Redwood, County Cllr Stuart Dark, Borough Cllr Wright and the Clerk.

1. **APOLOGIES FOR ABSENCE** - Parish Cllrs Bithray and Spinks. Borough Cllr Devereux.
2. **APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 14<sup>th</sup> June 2017 were approved & duly signed by Chairman Wilson as a correct record.
3. **RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED**
4. **ALLOW PUBLIC PARTICIPATION** – None present.
5. **MATTERS ARISING FROM PREVIOUS MINUTES** – None.
6. **AGENDA**

**(a) Update from the Borough Council & County Council**

Cllr Dark spoke about the Parish Partnership scheme which will be repeated for 2018 (50/50 match-funding, deadline 11th December). He is trying to claim for Flitcham's bus shelter retrospectively as this is included in the remit and suggested Ingoldisthorpe do the same. Clerk to send Bus Shelter Roof bill to Cllr Dark. He also mentioned that he is prioritising highways potholes and signage and can escalate any issues on our behalf.

Cllr Dark gave a brief update on Children's services and Cllr Wright on her Heritage work. The question was asked if Ingoldisthorpe are looking at completing a Neighbourhood plan. Brancaster have theirs in and St. Ives have managed to restrict the number of second homes through theirs. Cllr Wilson suggested Cllr Bithray may want to look into it. Clerk to inform Cllr Bithray.

**(b) Parish Partnership scheme** – Clerk confirmed that the gates had been received by County and that Highways are having meetings with the Contractor and Manufacturer. As soon as they have a date for installation they will let us know.

**(c) Finger post** – Clerk confirmed the finger post running alongside Vine Cottage, The Drift is now in place. Another one has been put-up at the bottom of Little Lane.

**(d) Playground** – Playmaintain have said the supplier lost the order, Clerk awaiting new date and will contact Simon at Snettisham PC re: their playground suppliers.

**(e) Village Survey** – Cllr Mitchell commented that the Survey is more or less ready. He is receiving another quote for printing tomorrow. As agreed in June's meeting the cost of printing is being met by the Parish Council so he will send the bill to the Clerk.

**(f) Parking** – Clerk to add to September agenda if required, is not resolved by the police.

7. **Planning** - Discuss applications received between compilation of Agenda and the meeting.
  - Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓ subject to no change to houses being overlooked in Grovelands	Awaiting decision
17/00315/CM	Sewage Facility Shernborne Road	COUNTY MATTERS: Construction of five new GRP Kiosks	✓	KLWNBC Approved
17/01019/F	Oak Farm Nurseries, The Drift	Proposed replacement dwelling for barn with approval of residential conversion	✗	

The Council discussed Oak Farm nurseries' application. Cllr Wright discovered that application passed last year was for permitted development and therefore did not come before the PC. However the dwelling house in the new application is bigger and more in the style of a large log cabin. Cllr Wright confirmed the site has been visited by Planning Officers.

*Cllr Wright and Dark left the meeting at 19:20*

The Council were in agreement that it seems the applicants have been trying to get around Planning for a number of years. The plot is outside the Village envelope and it's approval would set a precedent for development in open Countryside. Cllr Casey proposed that the Council object to the application, seconded by Cllr Heffer voted for by all except Cllr Wilson who abstained due to it being a planning matter.

As an aside Cllr Wilson commented that an application will be coming up shortly and may need a decision before the Council meets again. It is regarding a £½m environmental project in collaboration with The Norfolk Rivers Trust for an upcoming wetland that treats water out of the sewage treatment works to remove excess nitrate and phosphate before the discharge goes into the river.

## 8. Finance

(a) Approve pending payments for July. The monthly accounts were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all:

Bank Account	04/07/2017 (£)	07/2016 (£)
Current	328.71	3006.97
Deposit	22949.68	22324.32
Allotment	246.73	608.33
Agnes Bigge	2.08	10.08

**TOTAL**                      **23527.20**      **25949.70**

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Current	Clerk's wages	J Shah	June	BACS		247.33
	Home Office (£10pm), Broadband (£5pm) & Expenses (print/postage)	J Shah	Apr, May, Jun	BACS		50.07
	Verge trimming	MP Dennis & Sons	Annual	BACS	18.00	88.00

**TOTAL**                      **18.00**      **385.40**

## 9. Correspondence

- (a) Parish Partnership scheme, deadline at the beginning of December. September Agenda.
- (b) Small schools review process. Noted.
- (c) Electoral and ward districts review: consultation and presentation. Noted.

## 10. Receive items for the next agenda

- (a) Grovelands - speed of traffic. Pedestrian nearly got knocked over on the corner.
- (b) Co-option of new Parish Councillor.

**The meeting closed at 19:36 / Allotment inspections: 9<sup>th</sup> Aug, 7pm / Next mtg: Wed 6<sup>th</sup> Sep, 7pm.**

**Draft**

# **Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 6<sup>th</sup> September 2017 at 7pm**



**Present:**

Cllrs James Wilson, Nick Bithray, Carole Casey, Darren Heffer, Sylvia Pratt, Nick Redwood, the Clerk.

**1. APOLOGIES FOR ABSENCE**

Parish Cllr Spinks, Borough Cllrs Devereux, Wright & Cty Cllr Dark

**2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 5<sup>th</sup> July 2017 were approved & duly signed by Chairman Wilson as a correct record.

**3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – Cllr Wilson declared an interest in the planning application to do with the Sewage works.

**4. ALLOW PUBLIC PARTICIPATION** – None present.

**5. MATTERS ARISING FROM PREVIOUS MINUTES** – Parking on Grovelands is getting worse. Cllrs discussed the issue and hope the Village Appraisal results will throw up if this is an issue for other parishioners.

**6. AGENDA**

**(a) Update from the Borough Council & County Council** – None present.

**(b) Parish Councillor vacancies** – Cllr Alan Mitchell has resigned leaving the Parish Council with two vacancies. Thanks was expressed to Cllr Mitchell for all his hard work in his time as a Councillor.

Cllrs discussed parishioners they could think of that may wish to fill the vacancies.

**(c) Village Gateways** – Clerk has spoken to Highways who have been in contact with Glasdon, the manufacturer who supplied the incorrect gateways. The correct gateways are ready but the wrong ones will need to be removed with the 'Ingoldisthorpe' signs being sent back to the manufacturer to be attached to the correct gateways before the correct ones are installed. This work is being carried out at the manufacturers cost.

**(d) Allotments** - The following garden vouchers were awarded following the inspections:

Allotment No.	2017	Tenant
16	HC (£10)	Mr & Mrs T Girling
28	2 <sup>nd</sup> (£20)	Mr I Dix
29	1 <sup>st</sup> (£30)	Rowe
31 & 32	2 <sup>nd</sup> (£20)	Mr C Waterson
<b>TOTAL PRIZES:</b>		£80.00

Clerk to update the allotment plan for next years inspection and look at numbering the allotments.

**(e) ISSC inspection** – Cllr Redwood to get in contact with Mick from the Club to arrange.

**(f) Playground** – Playmaintain have continued to ignore correspondence re: fitting new roundabout and fixing spring rockers. Clerk to discharge Playmaintain from all work and contact Playdale who Snettisham Council have worked with successfully. Clerk to draw trim trail and contact Cllr Heffer re: costs and installation.

**(g) Village Hall Committee** – Cllr Pratt gave an update re: Village Appraisal. 360 were sent out, 119 returned (33% response rate). They are considering a Christmas event.

**(h) Parish Partnership scheme 2017** – discuss any idea / options. None. Clerk to ask Cllr Dark re: claiming retrospective money for the bus shelter roof. Cllr Spinks has had a request re: an opening out of the brick shelter as Snettisham have and a bench. Noted, no proposals. Clerk updated Council on surface dressing work scheduled for 2018 and Highways are happy to consider NOT re-painting the white lines on the main road if this is what the Parish Council want as research suggests this slows traffic down.

**7. Planning** – chaired by Cllr Bithray

**(a)** Discuss applications received between compilation of Agenda and the meeting. None.

**(b)** Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓ subject to no change to houses being overlooked in Grovelands	Awaiting decision
17/01019/F	Oak Farm Nurseries, The Drift	Proposed replacement dwelling for barn with approval of residential conversion	✗	KLWNBC Refused
17/01249/FM	Sewage Treatment Works	Construction wetland to cleanse treated effluent before it enters the River Ingol	✓	

**8. Finance**

The monthly accounts and pending payments for August & September (**listed on page 3**) were proposed for payment by Cllr Wilson, seconded by Cllr Casey and approved by all.

Bank Account	06/09/2017 (£)	09/2016 (£)
Current	2845.93	333.06
Deposit	18649.68	22327.20
Allotment	83.58	325.38
Agnes Bigge	2.08	10.08
<b>TOTAL</b>	<b>21581.27</b>	<b>22995.72</b>

**9. Correspondence**

**(a)** SNAP meeting on 13<sup>th</sup> September. Noted.

**(b)** Appeal for donations for Citizens Advice Bureau Norfolk. Noted.

**(c)** A parishioner's garage is being lifted by tree roots from the Common. Had expected him at the meeting and do not have contact details. Noted.

**(d)** A parishioner's water box has been destroyed by bin trucks/lorries twice. Highways have responded that it is not their issue. It is not a Parish Council issue. The utility company have replaced the box since it was reported.

**(e)** A request for a dog bin near Coaly Lane. Noted.

**(f)** CAN newsletter. Noted.

**(g)** Snettisham information evening poster re: Snettisham common. Noted.

**(h)** Ingoldisthorpe Common listed as a County Wildlife Site. Clerk to agree to survey.

**10. Receive Items for the Next Agenda** - None

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current	Clerk's wages	J Shah	Jul / Aug	BACS		494.66	
	Print of Village Appraisals	Minuteman Press	One-off	BACS		200.00	
	Trimming hedge and ditch	MP Dennis & Sons	August	BACS	31.00	186.00	
	External Audit	Mazars	Annual	BACS	25.00	150.00	
	Society of Local Council Clerks	SLCC	Annual	BACS		139.00	
	Supply and fit oak posts and new tap to allotments	D Heffer	One-off	BACS	60.00	360.00	
	Donation	Norfolk Accident Rescue Service	Annual	BACS		50.00	
	Bus Shelter Cleaning	D Spinks	3 months			45.00	
	Street Lighting	E-ON	August	Direct Debit	1.55	32.51	
	Street Lighting maintenance	K & M Lighting Services	Jul / Aug	BACS	6.52	39.14	<b>1696.31</b>
Allotment	Allotment Prizes: refund to the Clerk	Thaxters Garden Centre	Aug-16	BACS		80.00	
	Water charges (Ingoldisthorpe)	Anglian Water	3 months	Direct Debit		51.05	
	Water charges (The Drift)	Anglian Water	3 months	Direct Debit		112.10	<b>243.15</b>
<b>TOTAL</b>					<b>117.55</b>	<b>1939.46</b>	

*The meeting closed at 20:20*

**Next meeting: Wednesday 4<sup>th</sup> October, 7pm.**

# **Draft Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 4<sup>th</sup> October 2017 at 7pm**

**Present:** Cllrs James Wilson, Nick Bithray, Carole Casey, Darren Heffer, Sylvia Pratt, Nick Redwood, Cty Cllr Dark, Borough Cllr Ian Devereux, Caroline Marten, Kathy Wallace, the Clerk.



1. **APOLOGIES FOR ABSENCE** - Borough Cllr Wright.
2. **APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 6<sup>th</sup> September 2017 were approved & duly signed by Chairman Wilson as a correct record.
3. **RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – Cllr Wilson declared an interest in the planning application related to the Wetland site.
4. **ALLOW PUBLIC PARTICIPATION** – None.
5. **MATTERS ARISING FROM PREVIOUS MINUTES** – Cllr Casey gave a brief report on the Village Appraisal (360 copies delivered, 119 completed by 222 residents aged 11-75). Alan Mitchell and his team have collated 90% of the data and a complete breakdown will be sent to the Clerk next week. A separate meeting in December with all Councillors invited to take place. Cllr Casey gave thanks to Alan Mitchell and his team for all of their hard work.
6. **AGENDA**
  - (a) **Co-option of Councillors** – Cllr Wilson proposed that Caroline Marten and Kathy Wallace be co-opted onto the Parish Council as Members. Cllr Heffer seconded his proposal and the Council voted, all in favour.
  - (b) **Update from the Borough Council & County Council**

Cllr Devereux (whose portfolio includes waste, recycling, flood protection and neighbourhood nuisance) reported back from the Norfolk Rivers Trust / Anglian Water meeting on the £500k wetland project. He also mentioned the Saddlebow interchange work that will result in closures on the A47 from October for up to 6 months. A discussion on fly-tipping in the Village took place as some tyres were cleaned up this week. Sedgeford are doing a speedwatch campaign. 6 trained people and 6 others are needed to commit to carrying it out. Clerk to follow this up with John Ward at Sedgeford. Cllr Dark reported that the bus shelter roof work carried out earlier this year would not be considered in a Parish Partnership scheme bid. However he did mention that he now has a fund of £6k per year to prioritise projects in his Villages. E.g. Great Massingham had a 180m footway completed last month. If the Village is struggling getting work done he could help. Cllr Dark also gave an update on the Stagecoach schools licence which will run until Christmas. The licence is currently out-to-tender and it is a statutory obligation of the Council to get the children to school. A new contract will be in place by the New Year and travel passes would be transferred over. The Head of Smithdon has written to parents to reassure them. Unfortunately there is NO statutory obligation to Wells school. The Council are working with the Traffic regulator to resolve the matter. On a separate note, the Council has announced £125m spending savings to be made. Cllr Dark reassured the PC that this would not be on frontline services such as the tip at Heacham or the Fire stations. The HM Inspector appointed to look at the Silica sand scheme has agreed the plan (AOS-a is not in this plan). The Council are looking at the 10 year span 2026-2035 now, although the areas in the plan should cover the requirement.

*Cllr Devereux and Dark left the meeting at 19:31*

- (c) **Village Gateways** – The correct gateways were supposed to be installed by the end of last week. Clerk has spoken to Highways and Glasdon. The signs were too badly damaged in transit to be fitted to the new gates. Glasdon have said the new gates will be with NCC this Friday so we should expect the new Gateways and the new roundels painted on the road very soon. We have the cultivation licence (for planting them up).
- (d) **Allotments** – Theft of produce has been reported. One of the new taps were damaged, Cllr Heffer fixed it. Clerk reported that the Allotment bank account does not have enough in it to pay the water bill (from The Drift). Clerk to write a letter to Carl Bowman (copying in Cllr Bithday) with an invoice from the date of last month's meeting. Cllr Bithray to check the water meter. Cllr Spinks mentioned that Chris Waterson asked to put up a poly tunnel and he has given him permission. Noted.
- (e) **ISSC inspection** – Cllr Redwood to report back in November.
- (f) **Playground** – Works on the playground were completed yesterday (mini roundabout, trim trail, repaint and set the spring rockers). Clerk has requested hatchings be put on the wood to stop the trim trail becoming slippery. Alan from Playmaintain is due to inspect the playground next week.
- (g) **Overgrown trees from Common at Ingoldsby Avenue** – Two quotes were received (Beowulf and the Garden Maintenance company). Cllr Wilson proposed the Clerk let the parishioners know that the PC are happy for them to get a quote for the PC to pay half of the cost to cut down the tree (with the waste left). Seconded by Cllr Bithray and voted for by all.

**7. Planning** – chaired by Cllr Bithray

(a) Discuss applications received between compilation of Agenda and the meeting. None.

(b) Discuss new/pending applications – None. Awaiting decisions on the below:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓ subject to no change to houses being overlooked in Grovelands	Awaiting decision
17/01249/FM	Sewage Treatment Works	Construction wetland to cleanse treated effluent before it enters the River Ingol	✓	

**8. Finance**

The monthly accounts and pending payments for October were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all.

Bank Account	04/10/2017 (£)	Oct-16
Current	1723.99	608.56
Deposit	18649.68	21327.20
Allotment	83.58	325.38
Agnes Bigge	2.08	10.08
<b>TOTAL</b>	<b>20459.33</b>	<b>22271.22</b>

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current	Clerk's wages	J Shah	September	BACS		247.33	
	Home Office (£10pm), Broadband (£5pm) & Expenses (print/postage)	J Shah	Jul /Aug /Sep	BACS		70.00	
	Street Lighting	E-ON	September	Direct Debit	1.55	32.51	
	Street Lighting maintenance	K & M Lighting Services	September	BACS	3.26	19.57	<b>369.41</b>
Allotment	Water charges (Ingoldisthorpe)	Anglian Water		Direct Debit			
	Water charges (The Drift)	Anglian Water		Direct Debit		140.21	<b>140.21</b>
<b>TOTAL</b>					<b>4.81</b>	<b>509.62</b>	

### 9. Correspondence

- (a) Historic England nomination for Guildhall, King's Lynn. Noted.
- (b) Police Parish Newsletter. Noted.
- (c) Improved public access website for Planning documents at BCKLWN. Noted.
- (d) Business Networking Lunch at the Library, 3<sup>rd</sup> October. Noted.
- (e) Countryside Alliance Awards request for nominations. Noted.
- (f) Norfolk Parish Training and Support. Noted.
- (g) King's Lynn-Hunstanton railway meeting 19th Oct, Town Hall Hunstanton 7pm. Noted.

### 10. Receive Items for the Next Agenda

- (a) Clerk to send an invoice for Agnes Bigge to Shernborne Hall.
- (b) Footpath 4 resurfacing - Cllr Dark's fund. Clerk to dig out quote from 2014.
- (c) A Christmas event is being run by the Village Hall committee. It will include judging of a Village-wide Christmas Tree competition, the King's Lynn Ukelele Band, crafts, carol singing, mulled wine and a raffle with funds going to the Village Hall.
- (d) Cllr Marten is arranging a Firework Bonfire night for the school on the field next to Lynn Road. A date and health and safety issues are being sorted out.
- (e) Clerk to look at cost of hiring a cherry picker to put up more Christmas tree lights on the tree by the bus stop.

*The meeting closed at 20:09*

**Next meeting: Wednesday 1<sup>st</sup> November, 7pm.**

**NOTE: THE DECEMBER MEETING WILL BE HELD ON WEDNESDAY 29<sup>th</sup> November, 7pm.**



**Draft**

## **Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 1<sup>st</sup> November 2017 at 7pm**



**Present:** Cllrs James Wilson, Nick Bithray, Carole Casey, Darren Heffer, Caroline Marten, Sylvia Pratt, Nick Redwood, Kathy Wallace, Borough Cllrs Ian Devereux and Avril Wright and the Clerk.

- 1. APOLOGIES FOR ABSENCE** – Cllr Spinks and County Cllr Dark.
- 2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 4<sup>th</sup> October 2017 were approved & duly signed by Chairman Wilson as a correct record.
- 3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – None.
- 4. ALLOW PUBLIC PARTICIPATION** – None.
- 5. MATTERS ARISING FROM PREVIOUS MINUTES** – Speedwatch information was forwarded to Councillors to consider after the October meeting. Clerk to add to December Agenda.
- 6. AGENDA**
  - (a) Update from the Borough Council & County Council**
    - i. Cllr Devereux gave an update on the KLWNBC's zero-tolerance to fly-tipping on public land. Several prosecutions are pending with figures rising to 1980 incidents from 1905 last year at a cost of c.£60k. They try to remove it the day it is reported, if not the next day. He is also working with Norfolk Coastal Partnership to update their strategy on the full AONB from Wolferton Creek to Cromer.
    - ii. Cllr Wright is working on heritage regeneration of the waterfront and Guildhall. She also mentioned two consultations the PC has received (see correspondence: Ward Boundaries and NHS Clinical commissioning group) and whether these could be publicised. Clerk to put on Social Media.

*Cllr Devereux and Wright left the meeting at 19:23*

- (b) Village Gateways** – The new signs & planting around them was discussed. A budget of £50 was proposed by Cllr Marten, seconded by Cllr Wilson and voted for by all.
- (c) Allotments** – Cllr Bithray & Heffer to check meter. Clerk to call Anglian Water re: supposed meter reading and send letter to allotment holder with copies of the bills.
- (d) Village Appraisal** – Cllr Pratt updated the PC with regard to this. Parishioners can view the results THIS Friday and Saturday between 10am and 3pm. There was a discussion regarding a public meeting. Cllr Wilson asked for a bullet point summary sheet of the main issues raised for the PC to consider at the next meeting. Once the PC have been given a clear, succinct list of issues, the Clerk can advertise what the PC is doing about these via Social Media, the Website and another social network Cllr Wallace is aware of.
- (e) ISSC inspection** – Cllr Redwood, Wilson & Spinks inspected the club on 25<sup>th</sup> October with Graham Piggot and Mick & Sylvia Plaice. It is being run very well, the accounts are healthy with money being reinvested into the club. The lease runs out next year so needs to be looked at. Clerk to email a copy of the lease to Cllr Redwood. Cllr Redwood proposed the rent be waived this year, seconded by Cllr Wilson and voted for by all.

**(f) Playground** – The annual inspection took place at the beginning of the month. A new sign is required – Clerk to source. In addition there are some protruding fixings on the old fence. 10 Honeysuckle plants at a cost of £30 would cover the fence and provide a nice scent. Cllr Pratt proposed the PC go ahead with planting these, seconded by Cllr Casey and voted for by all. A discussion also took place re: £500 left over from the Tesco funding. Clerk to provide drawings to Cllr Heffer to implement, including a Green Oak climbing structure from the soon to be felled tree on the Common.

**(g) Trees on Common affecting Ingoldsby Avenue** – A discussion took place regarding the most recent correspondence. Beowulf have been instructed to complete the work.

**7. Planning** – chaired by Cllr Bithray

**(a)** Discuss applications received between compilation of Agenda and the meeting. Ingoldale – see table below.

**(b)** Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓ subject to no change to houses being overlooked in Grovelands	Awaiting decision
17/01249/FM	Sewage Treatment Works	Construction wetland to cleanse treated effluent before it enters the River Ingol	✓	
17/01843/F	Coaly Lane	Construction of a place of worship with car parking and landscaped grounds	✗	
17/02005/F	11 Ingoldale	Rear extension, internal alterations, new roof to facilitate loft conversion	✓	

Clerk to respond to planning application 17/01843/F with regards to access from the main road, the size of the car park (not being large enough) and Coaly Lane being an unadopted road.

**8. Finance**

The monthly accounts and pending payments for November were proposed for payment by Cllr Wilson, seconded by Cllr Pratt and approved by all.

Bank Account	01/11/2017 (£)	Nov-16
Current	1175.20	197.76
Deposit	18649.68	21327.20
Allotment	143.37	175.08
Agnes Bigge	82.08	10.08
<b>TOTAL</b>	<b>20050.33</b>	<b>21710.12</b>

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current	Clerk's wages	J Shah	September	BACS		247.33	
	Poppy appeal donation	British Legion	Annual	101387		50.00	
	Playground inspection (invoice 370)	Playmaintain	Annual	BACS	15.80	94.80	
	Playground: refurb rockers (Inv 350)	Playmaintain	One-off	BACS	49.00	294.00	
	Playground: roundabout (invoice 351) trim trail was FOC	Playmaintain	One-off	BACS	254.33	1525.99	
	Street Lighting	E-ON		Direct Debit	1.55	32.51	
	Street Lighting maintenance	K & M Lighting Services	September	BACS	3.26	19.57	<b>2264.20</b>
Allotment	Water charges (Ingoldisthorpe)	Anglian Water		Direct Debit		51.18	
<b>TOTAL</b>					<b>323.94</b>	<b>2315.38</b>	

## 9. Correspondence

- (a) Inclosure document. Broken link on the website. Clerk has now rectified.
- (b) Ingoldsby Avenue re: trees. See 6(g) above.
- (c) Meet the leader of NCC. Noted.
- (d) NALC AGM agenda. Noted.
- (e) Local Policing Commander meeting. Noted.
- (f) Horses & Hearse on the Recreation ground. Noted.
- (g) Women in Local Government Conference 31<sup>st</sup> January. Noted.
- (h) Improved access to healthcare survey. Clerk to advertise on Social Media.
- (i) Sewerage improvements affecting local roads. Noted.
- (j) Consultation on ward boundaries. Clerk to advertise on Social Media.
- (k) Early plans for proposed new St Edmund's Academy Primary School and new nursery in North Lynn. Noted.
- (l) Community Action Norfolk Newsletter. Noted.
- (m) Bulletin & service directory for those working with children/their families. Noted.

## 10. Receive Items for the Next Agenda

- (a) Given throughout the meeting. Clerk to source lights and cherry picker to put up more Christmas lights.

*The meeting closed at 20:25*

**Next meeting: WEDNESDAY 29<sup>th</sup> November, 7pm i.e. one week earlier than usual.**

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 29<sup>th</sup> November 2017 at 7pm



**Present:** Cllrs Nick Bithray, Darren Heffer, Nick Redwood, Tony Spinks, Kathy Wallace, Borough Cllr Ian Devereux and the Clerk.

## 1. APOLOGIES FOR ABSENCE

Cllrs Casey, Marten, Pratt, Wilson, Borough Cllr Wright and County Cllr Dark.

**2. APPROVE MINUTES OF THE LAST COUNCIL MEETING** – Minutes of the meeting held on 1<sup>st</sup> November 2017 were approved & duly signed by Vice-Chairman Bithray as a correct record.

## 3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED

Cllr Heffer declared an interest in 8. Planning for 157 Lynn Road.

**4. ALLOW PUBLIC PARTICIPATION** – Karl Bowman spoke about his allotment in 6.(c).

**5. MATTERS ARISING FROM PREVIOUS MINUTES** – None.

## 6. AGENDA

**(a) Update from the Borough & County Council** – Cllr Devereux gave a short report.

**(b) Village Gateways** – Cllrs discussed & approved the Gateway planting cost which was undertaken by Cllr Marten, Kathryn Bithray & school. Coverage in 'Your Local Paper.'

**(c) Allotments** – Karl Bowman met with the water meter inspector who has requested he attach a non-return valve to the main in-feed within 60 days. Clerk has spoken to Anglian Water who are denying all knowledge of the inspector and confirmed the meter was read at the end of September. Clerk has sent Karl's video of the broken water meter which clearly hasn't been read to Anglian Water. Council awaiting their response. A new meter is required. In addition Karl lost 4 ducks and a goose to a dog overnight and 2 cockerel's have been dumped on the allotments in general.

### **(d) Village Appraisal Issues**

**i. Dog bins:** Cllrs discussed whether additional bins are required or dog walkers need to put waste in hedges without plastic bags. Cllr Pratt had asked prior to meeting re: CCTV but the cost/ manpower required to recall it means it is not viable. It was agreed that temporary signs around the Village could be tested and if successful, refreshed regularly. Clerk to talk to school re: competition of a sign along the lines of 'Leave only footprints', 'Take your litter home' sign must include dog waste.

**ii. Street lighting:** Cllrs discussed but do not know the answer and concern was raised over the side of the Village closer to Dersingham which is much darker than Grovelands. Councillors to walk village & report any issues with the pavements which could stop parishioners going out at night if, for example, they were uneven. Suggestion of head torches was raised for those who need it? Cllr Spinks asked about the streetlight that used to be opposite Sandy Lane. Agenda for January.

**iii. Traffic:** Cllr Spinks suggested that more 30mph signs are required on Lynn Road. Clerk to ask Highways and confirmed Highways should be painting 30mph roundels next to the Village Gateways imminently. Cllr Wallace suggested pinch points either side of the junction. Clerk confirmed NCC will not allow this as there records do not show this is a dangerous junction. They will only entertain removal of the centre white line where there is housing frontage. Clerk confirmed there will be a police

presence re: speeding from January and a request for volunteers for Community Speedwatch has been advertised on social media. Agenda for January.

- (e) **Playground** – Clerk to re-send image of wooden posts and metal bars to Cllr Heffer to spend the remaining £500 from the Tesco funding received at the beginning of this year. Sign appears to be adequate except for a possible disclaimer cause for parents to ensure they supervise their children.
  - (f) **Trees on Common affecting Ingoldsby Avenue** – Tree to be removed in December or January. Wood to be used for playground climbing frame. Agenda for January.
  - (g) **Christmas lights** – Clerk updated Council on new lights not working, possible plug issue and street light maintenance helping to ensure the full set of lights work.
  - (h) **Agnes Bigge** – Cllr Redwood asked if the money could go to a local charity for the aged and/or poor. The original bequest needs to be looked at. Agenda for January.
- 7. Planning** – chaired by Cllr Bithray
- (a) Discuss applications received between compilation of Agenda and the meeting – none.
  - (b) Discuss new/pending applications:

Ref. No:	Address	Planning Details	PC's Stance	Notes
17/00088/RMM	Land N of 130 & E of 147 Lynn Road	Residential development of 15 houses at Land opposite the current Post Office	✓ subject to no change to houses being overlooked in Grovelands	Awaiting decision
17/01249/FM	Sewage Treatment Works	Construction wetland to cleanse treated effluent before it enters the River Ingol	✓	✓
17/01843/F	Coaly Lane	Construction of a place of worship with car parking and landscaped grounds	✗	
17/02005/F	11 Ingoldale	Rear extension, internal alterations, new roof to facilitate loft conversion	✓	
17/02119/F	157 Lynn Road	Two storey extension to rear of dwelling	✓	

<sup>(c)</sup>  
**8. Finance**

The monthly accounts and pending payments for December were approved by the Council:

Bank Account	29/11/2017 (£)	Dec-16
Current	255.00	751.59
Deposit	17649.68	20329.82
Allotment	143.37	175.08
Agnes Bigge	82.08	90.08
<b>TOTAL</b>	<b>18130.13</b>	<b>21346.57</b>

A/C	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current	Clerk's wages	J Shah	November	BACS		247.33	
	Bulbs for Village Signs	Lockwood & Lily	One-off	BACS		160.97	
	Bulbs (village signs) & Honeysuckle (playground fence)	Lew Dyer	One-off	BACS		59.00	
	Bus Shelter Cleaning	D Spinks	3 months	CHQ: 101388		45.00	
	Christmas Lights (refund to Clerk)	Amazon	One-off	BACS		102.92	
	Cherry Picker for Christmas lights (refund to Clerk)	Brandon Tool Hire	One-off	BACS		40.00	
	Street Lighting	E-ON		Direct Debit	1.55	32.51	
	Street Lighting maintenance	K & M Lighting Services	November	BACS	3.26	19.57	<b>707.30</b>
Allotment	Water charges (Ingoldisthorpe)	Anglian Water		Direct Debit		51.32	
<b>TOTAL</b>					<b>4.81</b>	<b>758.62</b>	

## 9. Correspondence

- (a) Neighbourhood plan seminar. Agenda for January. Cllr Wallace expressed an interest.
- (b) Reinstate railway between King's Lynn & Hunstanton. Noted.
- (c) Lighting beacons for war memorials. Agenda for January.
- (d) Auditor Appointment for 2017/18 of PKF Littlejohn LLP. Clerk to declare IPC 'exempt' from a limited assurance review as our income/expenditure does not exceed £25k.
- (e) Rev. Mark Capron thanked the IPC for the donation of £550 over Summer. He sent an image of the restored East window which the donation was put toward and gave details of the Ingoldisthorpe Parish Carol Service (with the St Nicholas Church Choir helping to lead) on **Thursday 21st December at 4pm**. Noted.
- (f) Heacham & District Community Car Scheme request for donation. Noted. Council to undertake an annual charity review in January.

## 10. Receive Additional Items for the Next Agenda

- (a) Wild flower verge planting, haymeadow style / taking the cuttings away.

## 11. AOB

- (a) Clerk to report path broken between 127 & 129 Lynn Road.
- (b) Clerk to report a large pothole in Snettisham side of St. Thomas' Lane.

*The meeting closed at 20:37*

**Next meeting:** Wednesday 3<sup>rd</sup> January 7:00pm.