



## SURLINGHAM PARISH COUNCIL

### Minutes of the meeting on Tuesday 18 December 2018 at the Parish hall

**Present:** Chair John Broom, Councillors: Heidi Dimmock, Sheryl Hackney, Barbara Rix, Liz Robertson and Clerk Janet Rogers, Vic Thomson Norfolk County and South Norfolk District Councillor and 5 members of the public

1. Welcome – **The Chairman opened the meeting**
2. To receive and accept apologies and approval of absences – **Phil Reeve and Pat Scowen**
3. To receive declarations of Interest on agenda items – **None**
4. Resolution to approve as accurate the minutes of meetings on 20 November 2018 – **Approved (5)**
5. To receive Clerks report on matters arising – **Repairs to the Parish Hall roof will start week beginning 7 January 2019. Parish Hall Heaters – Sticker have been placed by the heaters reminding users not interfere or turn them off. Play Park fence will be replaced in January 2019. School – The school and FOSS have purchased a stage for the school productions. This is available for the community to use. If any group would like to take advantage of this, please contact the school. Fundraising is now in progress for a lighting system. SAMS - Donna and Michael Burton have taken responsibility for the SAMs machine. The Parish Council would like to thank Chris and Natasha Dunlop who have been responsible for moving the machine for many years.**
6. To receive reports from the County and District Councillor – **For those people that do not have access to a fibre enabled cabinet they now have access to an alternative solution with download speeds of over 10 Mbps (many receive 30 Mbps) and a more-than-you-can-use 500 GB / month data allowance - for £31.99 pcm– a very competitive cost considering no landline is required. To access the super-fast Broadband now available across South Norfolk - residents just need to enter into a contract with InTouch Systems <https://www.intouchsystems.co.uk/services/internet-broadband> ...(Also operates as @ThinkingWISP @WiSpire) or ring 01603 425209 and they will do a desk top search to see what speed they can provide. Early Help Hub It's time to get excited about Christmas! There's so many free / low cost events and activities happening in South Norfolk and the surrounding area for families to enjoy, so we've decided to release an entirely Christmas-themed Help Hub bulletin. Also, many of you have requested the bulletins to be available online. We can confirm the bulletins are now being published on the South Norfolk Council website, on the link here:<https://www.south-norfolk.gov.uk/residents/south-norfolk-help-hub/help-hub-bulletin> Please help us by sharing the link with anyone you feel may be interested! We will still be emailing the bulletin on a bi-weekly basis. The Broads**

**Society** is inviting parish councils within the Broads Executive Area to join the Society. We can help with a range of topics if needed and are happy to do so. Our first newsletter to parish councils can be found on our website. [http://www.broads-society.org.uk/?page\\_id=6867](http://www.broads-society.org.uk/?page_id=6867)

7. Councillors Feedback on Meetings/Training – **Pat Scowen attended Community Led Planning workshop but had sent apologies for this evening.**
8. The Chair will open the meeting for Parishioners Questions and Statements in respect of the business on the Agenda (15 minutes) – **Item 9 Disappointment voiced that there were no representatives of the Surlingham Residents Association to answer questions about the association, it's members behaviour or the actions taken. It was mentioned that it had been expected that the Parish Council would have shown more support to the family concerned. Item 18. William needs to complete an hour of voluntary work per week for 6 months as part of the Duke of Edinburgh's Award Scheme. Councillors were asked for suggestions as to what he could help with.**
9. Representative of the Surlingham Residents Association to give a presentation – **Clerk had been advised that the association has now disbanded.**
10. To receive an update on progress against the 2018/19 Budget and authorise transfer of £8k from Savings to current account. – **The budget is performing quite well against the projections. Total spend this year on the Hall and Play Park will be £26,042. This has been funded from the CIL £13870 and accumulated reserves in the current account. Savings and current account together total £37893 with £22137 being in the current account. Payments in December and January (roof) will amount to £25463. With expenditure on salaries and electricity alone to year end estimated at £2100. To ensure the current account remains in credit a transfer of £8000 from savings to the current account is required. There will be an amount of over £3000.00 of VAT to be reclaimed plus income from hall hire to year end, so as the 2019/20 financial year progresses funds may be returned to savings. Approved budget and transfer of funds (5)**
11. To authorise increase in Precept and set Budget for 2019/20. **Given the amount of reserves that have been spent this year and the increasing cost of running both the Parish and the hall and the loss of the council tax support grant an increase of 5% was agreed. Booking Clerk's salary has not been increased for several years increase to £220 p.a. agreed (5).**
12. To authorise the annual increase in the hourly hire charge of the Parish hall. **The hourly hire charge with effect from 1 April 2018 will be £5.00 per hour for the Primary School and £7.00 per hour for all other users with a minimum hire charge equal to 1 hour. (5)**
13. To consider authorisation of insurance for defibrillator and implications. **Zurich insurance have agreed to include the defibrillator free of charge to March 2019. Thereafter it will cost an additional £8.00 p.a. Subject to the cabinet remaining locked in line with the manufacturer's instructions. Authorised (5)**
14. To consider authorisation for a noticeboard on the Parish Hall for events. **It was decided that there are adequate noticeboards two at the pond and another outside the shop. Not authorised (5)**
15. To authorise payments/cheques as per schedule – **Orange Fox Electrical £4,807, HMRC £216.20 and £34.65, Salaries £459.21, Stationery £62.28, Transfer of £8,000.00 from savings. Authorised (5)**
16. To authorise Clerk's training – 7 February 2019, Elections 2019 cost £30.00 **Authorised (5)**
17. Planning – **None**

18. Correspondence – Email from resident offering an hour of voluntary work a week for 6 months as part of the Duke of Edinburgh's Award Scheme. **Councillors were grateful for the offer of help and suggested the red box needed attention. There is an accumulation of soil around the base which has contributed to the wooden door rotting. Once the box has been washed down and cleaned out it will be easier to see what repairs are required before it is painted.**
19. To note items for inclusion on the next council agenda. **Tree on the pond and School field gate**
20. The date of the next meeting is **15 January 2019**