**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH COUNCIL HELD AT**

**7:00 pm ON TUESDAY 5th JANUARY 2021 BY REMOTE ATTENDANCE VIA ZOOM VIDEO CONFERENCING**

**PRESENT**

COUNCILLORS: Mr P Rowe (Chairman)

 Mr V Barrell (Vice Chairman)

 Mr S Cullington

 Mrs S Holland

 Mr M Knight

 Mrs M Kiddell

 Mr D Roper (County Councillor)

CLERK: Mrs C. Lake– Parish Clerk

**Reports and Parishioner’s Question Time**

**Broadland District Council:** Councillor Holland reported that the warm homes grant needs to be allocated by the 31st March 2021. As a result of the current lockdown Broadland District Council have been asked to provide one page help sheet with useful information to help people who are isolating, Councillor Holland will circulate this for the clerk to put on social media pages and the notice boards within Spixworth. An extraordinary meeting is due to be held next Thursday to make adjustments to the council budgets. There have been a few more additional sites added to the Greater Norwich Local Plan this will not affect Spixworth.

**Norfolk County Council:** Councillor Roper reported that the application for the Spixworth quarry has been extended as an alternative access is being looked at via the NDR. Norfolk County Council road maintenance is still being carried out and the recycling centres have remained opened**.**

**AGENDA**

1. **TO ACCEPT APOLOGIES FOR ABSENCE**

K Vincent, S Vincent, K Harkin-Perry

1. **DECLARATIONS OF INTEREST**

 Nothing to report.

1. **CO-OPTION OF PARISH COUNCILLORS**

No applications were received.

1. **MINUTES OF PREVIOUS MEETING**

 It was noted that Councillor S Vincent was present at December’s meeting, the clerk corrected the attendance list. The Minutesof the 1st December 2020, were then agreed, and signed off by the Chairman as a true record.

1. **MATTERS ARISING (NOT COVERED BY AGENDA)**
	1. The council asked the clerk to address concerns regarding continuous damage to street light columns when the grass is being cut with a ride on mower.
	2. The clerk is awaiting a response from Councillor K Vincent with regards to an error on the accounting spreadsheet, Councillor K
	3. Vincent offered to have a look to see if the error could be found.
	4. Item 6.2 Councillor Barrell noted that the amenity land was once considered as a new football ground for the Spixworth Youth Football Club but this is now not the as they have use of the playing fields at the village hall. Following on from previous discussions regarding what the amenity land could be used for once it has been transferred to the parish council, councillor Vincent felt that allowing a 3D pitch to be built by the Norfolk FA would not be fair to the residents as it would create an increase in traffic in the village. Councillor Holland felt it would be a good opportunity. Councillor Knight said it’s a matter that would need to be put to the wider community for their thoughts. Clerk to speak to Norfolk FA Head Quarters to find out what their plans are for the future in relation to relocating the FA Head Quarters.

**6. FINANCE**

6.1 Balances were noted.The following paymentswere authorised in accordance with the budget as per the tabled schedule 5th January 2021.

proposed by Councillor P Rowe.

6.2 There is still and error (possible formula error) on the bank reconciliation spreadsheet from September 2020. There are still no clues as to why the total amounts are different as everything had been entered correctly. Councillor Holland offered to work through the payments and balance sheet from September to see where the discrepancy was.

6.3The clerk circulated the updated budget spreadsheet and notes for 2021/22. Councillor Rowe and Councillor Holland agreed the precept total for the next financial year.

6.4 The clerk provided details of a donation request received from the Spixworth Cycle Speedway Club. The club requested for a donation of £500 to help towards their project to get the club back up and running properly. The Spixworth Youth Football Team had also requested an donation towards some new flood lights. The Parish Council have a limit of £500 to use for donation requests each financial year. it was felt in order to be able to help both clubs out a donation of £250 was agreed to be given instead.

**Approved payments for December 2020**

**Expenses December 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| **14.12.2020** | 1&1 | Web Hosting | 12.00 |
| **16.12.2020** | E.O.N | Streetlight Energy | 1078.31 |
| **23.12.2020** | Clerk | December wages | 1340.91 |
| **10.12.2020** | Glasdon | Grit Bin Russell Avenue | 126.48 |
| **29.12.2020** | Opus | Office Electric | 46.44 |
| **31.12.2020** | British Gas | VH & SC Electric | 190.54 |
| **31.12.2020** | Village Keeper | December wages | 276.14 |

**Income December 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| 07.12.2020 | Barclays Savings Account | Bank interest | 0.70 |

**OUTSTANDING PAYMENTS- agreed on the 5. 1. 2021 Parish Council Meeting**

|  |  |  |  |
| --- | --- | --- | --- |
| **6.1.2020** | HMRC | Dec 2020 Tax Payment | 392.57 |
| **6.1.2020** | Norfolk Pension Fund | Dec contribution | 471.56 |
| **6.1.2020** | Broadland District Council | Annual Dog and Litter Bin collection | 2,498.40 |
| **6.1.2020** | Cozens | Streetlight Maintenance | 450.00 |
| **6.1.2020** | Mayday | Meterage Payment | 32.98 |
| **6.1.2020** | Scribe | Parish Council Accounts Annual Software Licence | 561.60 |
| **6.1.2020** | Garden Guardian | November Grass Cutting Payment | 314.50 |
| **23.01.2021** | Clerk | January wages | 1340 (est) |
| **29.01.2021** | Village Keeper | January wages | 290.00 (est) |

**7. PLANNING MATTERS**

The following Planning Applications were discussed by the Council:

1. . **Ref: 20202400**

**Location:107 Crostwick Lane, Spixworth**

**Description: New garden wall**

**Comments:** The council had no objections to the application. No comments had been received from the public.

1. **Ref:20201933**

**Location: 18 Sydney Road, Spixworth**

**Description: Single storey side and rear extensions and raise height of roof a first floor extension to form a one and a half story unit.**

**Comments:** The council had no objections to the application. No comments had been received from the public.

**8. CORRESPONDENCE**

**9. HIGHWAY MATTERS**

 Councillor Barrell commented that a tractor that had been cutting the hedge along Buxton Road had knocked part of a trunk into the road just past the garage which was quite dangerous. Councillor Roper advised that he will speak to the Highways team and report the matter.

**10. AMENITY MATTERS**

The clerk reported that the council had received an email from a resident regarding the village keeper asking if there was a community recognition award that could be given. The parish council discussed that great work that Colin does for the village and if there was something that could be mentioned in the next newsletter. Because the village keeper is a paid member of staff that works for the council there wouldn’t really be a suitable award. The council also asked the clerk to looking into costs for a new HI-VIS jacket for the village keeper with the parish council logo

**11. TO AGREE THE DATE OF THE NEXT MEETING**

The date of the next Parish Council Meeting is Tuesday 2nd January 2021, to be held by Zoom video conferencing.

There being no further business the Chairman closed the meeting at 9.07pm