

Minutes of Barton Turf & Irstead Annual Council meeting held on 15th May 2018

Present: T Edmunds, M Mills, M Oakden, J Fletcher and D Bradley

Also present: R Price, Norfolk County Council representative

DRAFT

Apologies from: G Neave, B McGoun, S Lamb and G Murrells

The Clerk asked for nominations for Chairman. M Mills proposed T Edmunds, seconded by M Oakden. T Edmunds accepted and completed the Declaration of Acceptance of Office. The Chairman welcomed R Price to the meeting.

The Chairman advised that since the last meeting S Lamb and G Murrells have sent in their letters of resignation. The Chairman recognised their work as Councillors for a number of years and it was therefore with regret and understanding that he accepted their reasons for leaving. Notices of Vacancy were being posted, with one already being placed in NIB magazine.

The Council proposed and approved the following nominations for the following year:
Vice Chair - T Edmunds proposed G Neave, seconded by M Oakden. G Neave to be informed.

Responsible Financial Officer - D Bradley

Data Protection Officer - M Oakden

New Victory Hall representative - T Edmunds was willing to stand.

NIBCHG - G Murrells informed the Clerk that she was willing to remain on the committee, and would send in regular reports for the Parish Council.

Barton Turf Relief in Need - S Lamb and G Murrells informed the Clerk they were both happy to continue attending the meetings.

Gay's Staithe - G Neave to continue as representative, together with M Pell.

The Clerk advised that due to S Lamb's resignation a cheque signatory was needed. M Mills said he would be willing to be third cheque signatory, with D Bradley and G Neave the two remaining. The Clerk would obtain the necessary Bank forms for completion.

Review of Standing Orders. The Clerk had circulated the revised Standing Orders which included wording relating to GDPR. The Chairman proposed the amendments to read, the Council approved:

29. *Councillors and staff have an obligation to follow data protection regulations. Training as required will be undertaken to support this obligation.*
30. *The Data Protection Officer is a formal role of the Council and is fulfilled by a Councillor. The DPO has the right to investigate breaches and to safely destroy personal information, in line with the agreed Policy.*

The minutes of both the last Parish Council meeting and the Annual Parish Meeting had been circulated to Councillors. Both were taken as a true record of the meetings, approved by the Council and signed by the Chairman.

Declarations of Councillors' interests - None

New Victory Hall update - M Murrells had reported to the Clerk that St George's quiz night had been successful. On June 24th 9 gardens will be open in Barton Turf during the afternoon, including teas.

NIBCHG - M Murrells reported to the Clerk that Neatishead Radar Museum is to be open to the NIBCHG villages on 17th May. A grant had been received from WW1 Covenant Fund held by the Norfolk Community Foundation, which will help cover the cost of hiring the New Victory Hall for the Remembrance Weekend - 9th to 11th November. Details will be in a later NIB.

Highways - The Clerk had chased Highways for an update relating to the flooding of properties in Bittern Crescent. The Water Management Team were due to respond. Mr Price said he would remind them to report back to the Parish Council, and, following a request by the Parish Council, would visit and assess the roadside at the end of Fen Loke along Berry Hall Road.

New Wildlife Trust signs - The Clerk had been informed that the design of the signs has not been finalised so have not been manufactured yet. It is hoped installation will be in July when another site visit to ensure location is correct will be beneficial.

Community Shop posters - the Clerk had been advised that the posters on the staithe had been cleaned, and notices had been renewed in the Staithe Notice boards.

Barton Staithe 24 hour mooring lease - The Chairman proposed inviting A Leeper from the Broads Authority to the next Parish Council meeting.

First Responders - Following the presentation at the last meeting, G Murrells advised that a First Responder is to attend the Church Fete on 2nd June.

GDPR - The information audit list (minus important information) had been circulated to the Councillors. The list was approved by the Council. The Clerk advised that a Risk Assessment Policy is to be written by the Council in respect of data transportation when a new laptop is purchased.

Finance:

Internal Auditor - The Clerk proposed Mr P Read undertake the internal audit. The Council agreed and approved.

Payments made prior to the meeting: S Stone for grasscutting on three occasions at Irstead Staithe £120. Council approved payment. Cheque No. 100796

Monies received since last meeting: NNDC Grant of £37.00 and £3,090 as half precept.

Clerk's salary - the Chairman advised that the Clerk's salary is to be increased in line with NJC scale. Salary by monthly/quarterly direct debit would reduce trips to Norwich, and is to be considered, together with on-line banking.

Planning:

PO/18/0695 - Land to East of Pennygate (proposal of two dwellings).

The Parish Council objects to the application - The land is not included within the settlement boundary and as such North Norfolk District Council planning policy seeks to prevent development from being permitted. (More details added to planning reference on NNDC website).

PF/18/0789 - Toilet Block at Cricket Ground. No objections by Parish Council.

Any Other Business

Posting of Parish Council minutes - It was agreed that there was no obligation to post the Parish Council minutes at the New Victory Hall.

Broadband update - M Oakden proposed that an update is requested as the broadband within the village has not been completed as per Better Broadband website.

There being nothing further to discuss the Chairman closed the meeting. The next meeting is to be held on Tuesday June 26th at 7.30pm in the Black Shed.

