

OUTWELL PARISH COUNCIL

The 329th Extra Ordinary Meeting of the Parish Council was dealt with via emails and telephone calls - due to Covid – 19, this has prevented a meeting of Councillors, public and press being held.

Condolences were sent from the members of the Council to Councillor Mr. Dale Boyce on the passing of his father, Mr David Boyce, last month.

Council has been updated by police notices via email- no speedwatch update.

1. On a proposal by Councillor Mrs. Tara Rust seconded by Councillor Mrs. Jane Sutton the minutes of the meeting held 5th May 2020 were approved, The minutes will be signed at the first meeting held with all Councillors present.

2. The Chairman proposed again that the Council should record its thanks and appreciation of the efforts of all those still working to meet the needs of our parishioners. These include those working at the health centre and our local pharmacy and also all those still working in local businesses to help to provide the goods and services local people need to get through the crisis we are all facing. We would also like to record our appreciation of the efforts of all those volunteers who are helping by doing the shopping and a variety of other tasks to help the most vulnerable members of our society. This proposal was passed unanimously.

3. The Clerk reported that on behalf of the Council she has kept everyone on social media informed of local amenities delivering necessities and the updates from Borough Council and Norfolk County Council. She also reported that Councillors Mrs Jane Sutton and Mrs Tara Rust and Dale Boyce have made themselves available to help. Several telephone numbers are available for everyone to get the support they need currently. This will be on the agenda for next time.

4. Procedures as to how the Council is contacted with issues from the Parish.

There is still a divide in opinion as to how parishioners should contact Council with issues they wish to raise. Most members say that a Councillor should be able to be approached and asked to raise an issue with the Council. It was pointed out that some parishioners have difficulties with written communications or do not have access to computers and that Councillors should be there to advise. The best way forward would be that if a Councillor is approached between meetings they should email details of the issue to all Council members so that the matter can be added to the agenda and discussed at the next meeting.

5. To report matters arising from the minutes from Meeting held 7th April 2020 - information only.

a). Safer Crossings - Nothing going forward at this time.

b). VE DAY celebrations were cancelled but the Beaupre School year 6 poem competition went ahead. There were 7 entries all sent to the Council for them to judge. Marcie's poem came out on top with all the votes going to her- she wins £25.00 herself, kindly donated by Councillor Ms Sarah Arden and £25.00 to go to her chosen charity, donated by Bloom and Wake Garage. Thank you to those that entered, judged and organised and donated to this competition.

c). Response from NCC about S38 lights.– Clerk still to contact NCC as to whether funding will be available from the developer for the lights.

6. Matters raised for Agenda.

It came to Council's attention that someone had put their horses on the Recreation Ground without permission.

The Clerk found out who the owners were and contacted Mr. Jodie Webb and he was willing to have a contract and pay rent to keep his horses here. The Clerk contacted the Council and the majority agreed to send a contract and invoice for 11 months of the year at £80.00 per month-paid up front from May 1st 2020. Clerk to put this into action.

7. Neighbourhood Planning- no updates.

8. REPORTS-

- Beaupre School held a poem competition for VE day - as reported in matters arising.
- Councillor Mr. Dale Boyce reported that the cemetery is in good order.
- No report from the Playing Field and Village Hall Committee.
- To receive the report from the Planning working party - report circulated before meeting. Applications are still coming through - responses are taking more time.
- To receive the report from the Allotment Working Party - Councillor Mr. Dale Boyce has sent copies of scans for the tenancy for Mr. Cliftons Land- the location is more apparent. This piece of land needs to be advertised in order a new tenant is in place for October.

9.. FINANCE -

- i). March Accounts were checked by the Chairman. Acceptance of the accounts was proposed by Councillor Jane Sutton.
- ii). Agree to sign cheques and approve payments - copy of payments were attached to the agenda.
- iii). Variance Update for March- copy sent to all Councillors.
- iv). BulleyDavy are the accountants that ensure the Clerk's salary is accounted for.
- v). The Clerk has done the end of year Accounts and they are to be checked by Internal Auditor Mrs Emma Bateman before the next meeting.

Payments for MAY 2020 were Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	541.00	0.00	541.00	DD	Clerk Wages
Mr Ellington	204.92	0.00	204.92	May-01	Village cleaner - APR-23.5 hrs
Plusnet	24.99	0.00	24.99	May-02	BT Telephone/broadband April
1and1	14.71	2.94	17.65	May-03	Web Site monthly subscription
K & M Lighting	91.35	18.27	109.62	May-04	Streetlight 1.5.20-31.5.20
CGM	105.00	21.00	126.00	May-05	Cemetery Maintenance
Microsoft	49.99	10.00	59.99	May-06	Microsoft 365 Personal
BHIB	404.09	0.00	404.09	May-07	Annual Insurance
Viking	43.96	8.79	52.75	May-08	Print cartridges
KLIDB	68.25	0.00	68.25	DD	Drainage for allotments
Haven				DD	Electricity Supply
Total	1548.26	61.00	1609.26		

10. To receive the report from the Village and Highways Working Party-

A couple of non-working streetlights have been reported to the Clerk by members of public- she in turn reported to the authorities.

11. Parish Partnership 2020. NCC have written to say decisions on Sam2 Cameras have been delayed but will inform Council as soon as a decision has been made.

12. To receive any updates on the Rights of Way in the Parish - Councillor Ms Sarah Arden – need to ensure adequate signage for all Public access and also ensure that they are all clear.

13. County and Borough Councillor's reports

There was no report from County Councillor Mr. Harry Humphrey.

Borough Councillor Mr. Chris Croft's report.

Where possible all employees are working from home. Although there have been no meetings they do get an update from portfolio holders regarding their responsibilities.

April waste collections are up. Residual waste up 16% recyclable collections up 14% and garden waste 7%. No doubt because more people are at home. Commercial waste was down. Contrary to popular opinion there has been no significant increase in fly-tipping.

Mintlyn- there was an increase of 34 cremations for the month, but that was well within their capacity to cope.

There has been a noticeable increase in people applying for garden allotments.

The Council is in the process of organising a remote meeting via the Zoom app on the 1st June. Its all new to most Councillor's, a new learning curve for many.

14. Outwell Parish Council Web Site is updated monthly.

15. The next meeting of the Parish Council is scheduled for Tuesday 2nd June, at 7pm at The Crown Lodge Meeting Room. This is most unlikely to take place. It was proposed by the Chairman that the AGM will not be held this year and Councillor's to carry on in their current positions till May 2021. He drew up a plan for the next few meetings which was sent to all council members for their comments and suggestions. Replies have been received from six members of the Council who all expressed their agreement with the proposals. A copy of this plan is attached to these minutes. It pointed out the Council's legal obligations and suggested how ongoing Council business could be conducted in the short to medium term. Of course these proposals can change as circumstances change. In view of the serious implications of the Chairman's proposals it is desirable that all members of the Council should express their views.

16. To consider agenda items for the next meeting on 29.05.2020.
Please remember we cannot discuss items that are not on the agenda.

Signed as a true Record by the Chairman on a proposer and seconder at the next remote meeting.

.....

Date:.....