

FINCHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of Fincham Parish Council held on **Wednesday 24 July 2024** starting at **7.04pm** in **Fincham Memorial Hall**, High Street, Fincham, King's Lynn, PE33 9EJ

Present:

Councillors: S Blackmur (Chairman), B Ponder, D Stringer, J Lunan, R Underhill, P Saxelby & R Claydon

Borough Cllr Devulapalli (until 8.15pm)

Clerk (Locum) – K Walker

Press: 0

Public: 1 (until Co-option)

1. Election of Chairman (for this meeting only)

Cllr Ponder nominated Cllr Blackmur, seconded by Cllr Stringer, all in favour. Cllr Blackmur accepted the position of Chairman (for this meeting only)

2. Vice Chairman Acceptance of Office

At the previous meeting Cllr Stringer nominated Cllr Blackmur as Vice Chairman, seconded by Cllr Ponder. He was not present, so he accepted the position & signed the Declaration of Acceptance of Office

3. Apologies for absence

Cllr O'Brien, County Cllr Long & Borough Cllr Moriarty

4. Declarations of interests / Dispensation requests

None

5. Minutes of meeting held on 22 May 2024

Approved by all as true record of meeting & signed by Chairman. Proposed: Cllr Underhill, seconded: Cllr Stringer, all in favour

6. Public forum

None

7. Co-option Applications / Declarations of Acceptance of Office

An application for Co-option for one vacancy had been circulated to all members by the Clerk prior to the meeting. It was agreed by a majority vote to Co-opt Roy Claydon as Parish Councillor. The chairman declared him duly elected & a Declaration of Acceptance of Office was signed

8. Training

Clerk to circulate upcoming Chairman & Councillor training options

9. Reports

9.1. NCC – None

9.2. BCKLWN – An e-mailed Borough Council newsletter from Cllr Moriarty was circulated to members prior to the meeting. Borough Cllr Devulapalli said there was no real update but answered questions on changes in appointments due to the election

10. Matters arising from previous minutes

None

11. Finance

11.1. Expenditure – Payments list as detailed approved by all, proposed: Cllr Lunan, seconded: Cllr Saxelby

Signed:..... (Chairman)

Date:.....

Method	Description	Supplier	Net	VAT	Total
D/D	Bottle bank emptying	URM (UK) Ltd	18.00	3.60	21.60
S/O & BACS	Staff costs / expenses (Jun)	HMRC / Clerk	576.27		576.27
BACS	Allotment petrol	Fincham Filling Station	8.21	1.64	9.85
BACS	Allotment clearance	Moore's Waste Management	60.00		60.00
BACS	Allotment gate posts	Stoke Ferry Timber Ltd	93.00	18.60	111.60
BACS	Allotment petrol	Fincham Filling Station	7.25	1.45	8.70
D/D	Street lighting electric	N Power	33.52	1.68	35.20
D/D	Allotment water supply	Wave	153.37		153.37
BACS	Grounds maintenance	Nurture Landscapes	278.72	55.74	334.46
BACS	Allotment petrol	Fincham Filling Station	6.08	1.22	7.30
	Bank charges	Unity Trust Bank	18.00		18.00
S/O & BACS	Staff costs / expenses (Jul)	HMRC / Clerk	463.02		463.02
D/D	Street lighting electric	N Power	30.01	1.50	31.51
BACS	Grounds maintenance	Nurture Landscapes	15.50	3.10	18.60
BACS	Insurance premium	Clear Insurance	552.29		552.29
BACS	Councillor training	NPTS	55.00		55.00
BACS	Allotment petrol	Fincham Filling Station	8.27	1.66	9.93
BACS	Allotment petrol	Fincham Filling Station	4.58	0.92	5.50
D/D	Bottle bank emptying	URM (UK) Ltd	10.80	2.16	12.96
BACS	Bottle bank emptying	URM (UK) Ltd	21.60	4.32	25.92
BACS	Software licence	microsol	103.20	20.64	123.84
BACS	Printer ink	John Lewis	90.81	18.16	108.97
BACS	Allotment water leak repair	CF Underhill	120.00		120.00
BACS	Allotment clearance	Moore's Waste Management	20.00		20.00
Total			2,747.50	136.39	2,883.89

11.2. Reconciled cashbook – Cllr Blackmur confirmed the bank reconciliation/s (to 30 June 2024) against the bank statement/s to be correct

11.3. Quarter 1 finance report had been circulated to all members by the Clerk prior to the meeting. The review was accepted by all. Proposed: Cllr Ponder, seconded: Cllr Saxelby, all in favour

12. Planning

12.1. Consultations on applications - None

12.2. Decisions – None

13. Parish Matters

13.1. Return of health & safety inspection sheets – Two, no action needed. No issues reported

13.2. Grounds Maintenance – The Clerk explained there had been some teething problems with the company who took over the previous company. However, after several e-mails, calls & a meeting, things appeared to be running smoother. The Clerk felt it would be a good idea for a lead Councillor to be assigned to oversee it next season. Cllr Stringer advised the rose garden weed membrane & woodchip needed replacing. Clerk to ask contractor for a price & if within budget, instruct them to undertake the work. A cut of verge area 5 also to be requested

13.3. SAM2 – It was decided to bring it in house now more Councillors were available to assist. Cllr Lunan would contact the volunteer to advise & thank for their help to date as well as contact Crimplesham to arrange to resume service as soon as possible. Clerk to chase County Cllr Long on unresolved Marham Road siting issues

14. Biodiversity Policy

It was agreed to form a working party to investigate further & report back at the next meeting. Members: Cllrs Ponder, Stringer, Underhill & Claydon

Signed:..... (Chairman)

Date:.....

15. Correspondence

All correspondence of note circulated to Councillors prior to meeting. The Clerk ran through the following items & Council agreed the required action:

- Improved bus service request – seek feedback of others via newsletter
- West Norfolk Community Transport Project Swaffham bus – no action as already circulated via other means
- Hedgerow Restoration Scheme – Clerk to forward to Cllr Lunan to apply for the allotments
- Historic Towns & Villages Forum Village Community Led Developments event – Clerk to forward further details to councillors
- Family Hub funding opportunity – no action
- Parish Partnership invitation to bid (6 December deadline) - noted

16. Newsletter

The Summer edition is expected to be ready & distributed sometime in August

Items for inclusion: Waste bin feedback (if required & where as well as informing charged for emptying), Community Speed Watch volunteers, pavement parking reminder & feedback on bus service/s

Number of copies required: 270

Cllr. Ponder to coordinate the delivery schedule. Clerk provided Cllr. Ponder with envelopes & stamps for the difficult to reach properties

17. Agenda items for next meeting

Biodiversity working party update, Chalk Pit ideas for use, SAM2 update, allotments hedgerows update & rent review

18. Date & time of next meeting

Wednesday 25 September 2024 at 7.15pm for an Ordinary Meeting

Meeting closed: 8.44pm