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ELSING PARISH COUNCIL

Minutes of the Elsing Parish Council meeting held in Elsing Village Hall, Church Street on Monday September 20th 2021 at 7.00 p.m.

Present:- Cllr Bill Horncastle, Cllr Pip Wallwork, Cllr Steve Crebbin, Cllr Oliver Laws and Cllr Stuart Chaplin (late arrival)

Other Members Present: - Mrs G Hubbard, Clerk

1. Welcome and to consider accepting apologies for absence

Cllr Horncastle welcomed everyone to the meeting. There were apologies received from Cllr Henry Atkinson and these were accepted.

2. To declare any Interests re items on the agenda

There were no Interests received.

3. To appoint Cllr Horncastle as Chair for the September meeting

Cllr Wallwork proposed Cllr Horncastle is appointed as Chair for this meeting. This proposal was seconded by Cllr Laws and carried.

4. To receive the signed Declaration of Acceptance Form from Cllr Horncastle

The Clerk received the signed Declaration of Acceptance form from Cllr Horncastle.

5. To confirm minutes of the meetings held on 19th July 2021

The minutes had been circulated. Cllr Wallwork proposed the minutes of 19th July meeting be accepted as a true and accurate record of the meeting, seconded by Cllr Horncastle and carried.

6. To discuss any matters arising from theses minutes (not on the agenda)

There were no matters arising.

OPEN FORUM FOR PUBLIC PARTICIPATION

There was no Public Participation.

7. To discuss any necessary Correspondence

Email from Norfolk Association of Local Councils – A Perfect Storm Approaches, Digging Up Norfolk. This document was discussed and it was decided that there was not a great deal of support for this initiative criticising the route of power cables for wind turbines and some Parish Councillors are actually against it.

8. To discuss any Planning Applications submitted and note any Approvals

3DC/2021/0226/DOC St Marys Church, Church St, discharge of Condition no 4 on 3PL/2021/0593/F
The Parish Council had no comments to make regarding this application.

9. To discuss the Bore Hole situation, the Orchard and Allotments

The Apple Day was very successful, although this year there was not so many apples because of draught and frost. Some trees are going to need replacing.

The allotments are all rented out now and are looking in good order.

On Friday, work will start on digging the Bore Hole. Some fencing needs to be taken down. The V.A.T. element on the invoice can be claimed back. Financially there should not be a problem as, although a little more money is needed, a resident is giving a donation, so this will help with the shortfall.

On 6th November, there will be a Pop Up Pub event taking place and the funds raised from this will be used for the Orchard and Allotments. There is a Club for the Allotment Holders. The money will be spent on items that enhance the Orchard and Allotments. The idea of purchasing an apple press is being considered. The money in the account will ease the pressure on the Parish Council. The Produce Show could be funded from this account.

10. To discuss the success of the Fun Day held in July in the Village

This was a very successful event and after expenses there was a profit of £1,200.00 made for the Bore Hole Project, which was excellent.

11. To receive an update on the finances regarding the Bore Hole Project and a Proposal to borrow £666.00 (VAT) from the Business Premium account and reclaim it.

When the invoice is issued, the Parish Council will be able to claim back the V.A.T. amount of £666.00 as it will initially be paid, being an element of the invoice.

12. To receive update on the community tree nursery idea and the 1 Million Trees for Norfolk Project

This project is going ahead but it will be a very small project. An application was made for some money for fencing from Norfolk County Council, £300.00 for posts and a gate. It will go into the Club account. It will be 10 x 12 yards rectangle shape with a low fence and a gate. Acorns and walnuts will be planted. Some saplings will also be planted. Local landowners will be asked if the Parish Council can plant on their land and also on their hedgerows. It is hoped children and their families will get involved and hopefully it will become an interesting project.

13. To accept the quote from Norfolk Woods & Hedges Ltd. for work on Surveyors Wood

Cllr Laws had received a quote from Norfolk Woods and Hedges Ltd. for £325.00 plus V.A.T. The quote was to fell the dead sycamore trees and fallen silver birch and leave for volunteers to clear the timber and brash. Cllr Horncastle proposed the quote be accepted, seconded by Cllr Laws and carried.

14. To authorize financial payments

Cllr Horncastle proposed the following financial transactions be made, seconded by Cllr Wallwork and carried.

Clerk's net salary for August - September £249.60 HMRC tax £62.40 Clerk's Expenses £26.50

15. To discuss the revised budget and a change to our Reserve amount as well as some sample figures for 2022-23

The Clerk had distributed a document created by Cllr Horncastle and he wished that the other Parish Councillors study the document and the figures and if they required any change to be made, that they let him know either before the November meeting or at the November meeting. Cllr Crebbin wished to know what the Parish Council policy was regarding giving a donation to the village hall and whether a donation might be made. There was a discussion about this but no actual decision was made. It will be discussed at the next meeting and Cllr Crebbin was pleased to learn that this would be considered.

16. To discuss giving a donation to the Church for £400.00 for churchyard maintenance

The Parish Council agreed to give the Parochial Church Council a donation of £400.00 towards the churchyard maintenance.

17. To receive a financial update from the Clerk

The Clerk had produced her usual financial update for financial activities from 13th July to 14th September and no questions were asked about the document.

18. To receive suggestions as to the procedure for administering the annual PACE money

There was lengthy and in-depth discussion regarding the types of applications that should be considered when the PACE money becomes available. There were varying ideas discussed. Cllr Wallwork stated that it was important to be clear with everyone that the Parish Council owns the money and the Terms of Reference must be clear and followed. A small group of Parish Councillors could become a Sub Committee to oversee the situation when it becomes necessary. The views of residents will be taken on board but the Parish Council will ultimately control the finances. A great deal of thought must be given to the sustainable energy project or a community project. The Clerk will contact NALC and NPTS to see if they can give any advice or ideas on the matter. Cllr Horncastle suggested that for the next meeting the members of the Parish Council create the following suggestions:-

- a) the criteria the Parish Council uses to select the Sub Committee
- b) the criteria for people who wish to apply to any fund created
- c) the criteria for the projects themselves

Cllr Horncastle discussed the fact that although 90% of the money must be for the village he thought that a small amount of it could be used as a reserve for the Parish Council.

19. To receive items for the next Agenda

To set the Precept for 2022 – 2023

To discuss what is regarded as a definition of Acceptable Requests for the annual PACE money

20. To confirm date and time of next Meeting

The date of the next Parish Council meeting will take place on Monday 22nd November 2021 at 7.00 p.m. in the Village Hall. Cllr Horncastle thanked everyone for attending and he declared the meeting closed at 8.55 p.m.

Chair

Date