

Minutes of the Full Council Meeting held on Wednesday 11th October 2023 at 7.30pm

Attendees: Cllr Mitchell, Cllr Kilby, Cllr Tracey Durham, Cllr Olibhe Collins-Neat and Cllr Phil Hadley.

Clerk: Amy Jacklin
Members of the public- One
Start Time 7.30pm

23/96 Chairman Welcome

Cllr Mitchell welcomed everyone to the meeting.

23/97 To receive and accept apologies for absence.

Cllr Driver

23/98 Councillor's Declarations of Interest

23/00735/FUL- Cllr Collins-Neat will not vote.

Cllr Collins- Neat is a Feast committee member so will not comment on 23/105-5

23/99 Public and Press Participation Session

None

23/100 Approval of minutes

1. It was **proposed** by Cllr Hadley and **seconded** by Cllr Durham and **agreed** unanimously to accept the minutes from Wednesday 13th September 2023.
2. The clerk shares she is awaiting a quote for the basketball net for Holt Fen.
3. No questions regarding the clerk's report.

23/101 Finance Matters

1. It was **proposed** by Cllr Kilby and **seconded** by Cllr Mitchell, with a unanimous vote to **accept** the council's financial position.
2. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Durham, with a unanimous vote to pay the invoices for October. The clerk makes comment that there are two addition invoices to pay that came in after the agenda was published.
 - Fahr- £30.38 Replacement part for the rocket swinger in the playpark.
 - Microsoft- £59.99 Yearly application fee.
3. It was agreed that the clerk should show council any variances of £200+ with explanation. The clerk will then bring the final draft back to council in November.

23/102 To receive County Councillor & District Councillor Reports

None

23/103 Planning Matters

1. 23/00735/FUL- It was **proposed** by Cllr Mitchell and **seconded** by Cllr Durham, with a unanimous vote to provide no comments on this application.

23/104 Progress on Planning Applications (For Information)

None

23/105 Council Administration Matters

1. It was **proposed** by Cllr Hadley and **seconded** by Cllr Durham, with a unanimous vote to award John Skipper the village maintenance contract for 2024-2026. It was **noted** and John Skipper was thanked for not increasing his prices.
2. It was **proposed** by Cllr Hadley and **seconded** by Cllr Mitchell, with a unanimous vote to accept the Adam Forge quotation to complete the work needed on the cemetery gates. It was **noted** for the clerk to ask what warranty is provided.
3. It was **proposed** by Cllr Hadley and **seconded** by Cllr Collins- Neat, with a unanimous vote to accept the Remember When UK quotation to complete a full refurbishment to the village telephone box. It was also **noted** to discuss later, the potential re-location of the phone box once refurbished to a more prominent location within the village.
4. It was **proposed** by Cllr Hadley and **seconded** by Cllr Mitchell, with a unanimous vote to pay for the adult cardiac pads for the defibrillator.
5. It was **proposed** by Cllr Hadley and **seconded** by Cllr Durham, with a unanimous vote (one abstention) to pay for this year's village Christmas tree at the approx. cost of £300.

23/106 Open Spaces

1. It was **proposed** by Cllr Collins- Neat and **seconded** by Cllr Kilby, with a unanimous vote to move the dog waste bin from The Wyches to the pathway on Cowslip drive. Cowslip drive was the original intended location for the dog waste bin but by error got placed onto The Wyches.
2. It was **agreed** for the clerk to obtain quotations for two picnic tables for the sports field.
3. The damaged bench at Holt Fen was discussed due to the Parish Council obtaining further information about how the damage was caused. It was agreed for the clerk to act on this information and speak to the people involved.
4. It was **agreed** for Cllr Collins-Neat to get a second opinion from a local groundworks company to see if there is much variation in cost.
5. The clerk **notes** that the paperwork is in order to complete the lease break, when the cheques from the Sports and Social Club have been received the transaction can be completed.
6. The full tender package has now been received from the architect. The project has been applied to contract finders to seek potential contractors and quotations. The advert expires on 5th December, after this date the clerk will be in a better position to seek the grants needed.
7. Cllr Hadley shares his report on this quarters risk assessments.

Nothing to note about the village in general, any issues are being dealt with and resolved. The pond works have been completed to a very high standard which council are happy with.

Actions are as follows.

- The screws in the gate to the pond are coming loose and need attention.
- The same gate needs a spring put onto it, so swings shut behind pedestrians. Also, a new latch is needed which is able to be locked with a padlock.
- A sign should be displayed if at any time the gate is to be locked. Example Danger thin ice- Pond closed.
- The apple trees near the pond gate need clearing of vegetation around the bases and mulching. This is advise that has been given to Cllr Hadley.
- Groundsman to check stability of fence in playpark.
- Ground to be re-levelled around the bench in the playpark (Cowslip side)- Not urgent.
- Wood filler and sandpaper to be ordered to fill splintered wood on playpark equipment.

It was **proposed** by Cllr Collins- Neat and **seconded** by Cllr Mitchell, with a unanimous vote for the clerk to carry out the above actions.

23/107 Date of next meeting

8th November 2023

Wave			Cemetery Water	£	5.00		£	5.00	
Three	AAP1176277684		Mobile Phone Charges	£	8.33	£	1.67	£	10.00
NEST			Clerk Pension	£	15.03			£	15.03
Amy Jacklin	923	15-Oct-23	October Salary	£	680.24			£	680.24
John Skipper	2367	30-Sep-23	Village Maintenance	£	830.00			£	830.00
Fahr	65433	15-Sep-23	Springer Plastic footrest	£	25.32	£	5.06	£	30.38
Microsoft	HU19MO	10-Oct-23	Microsoft applications	£	59.99			£	59.99
Mid Anglia First Aid	23266	16-Sep-23	G3 Adult Pads for difibulator	£	49.95	£	9.99	£	59.94
Screwfix	54B	12-Oct-23	Woodfiller and sandpaper-Playpark	£	29.48			£	29.48
Remember When UK	1	12-Oct-23	Restoration of phone box- Deposit	£	1,000.00			£	1,000.00

End Meeting: 8.45pm

Signed.....

Dated.....