



**THE TIVESHALLS**

St. Mary & St. Margaret

## TIVESHALL PARISH COUNCIL

### **Minutes of Tivetshall Parish Council Meeting: 7.30 p.m. Tuesday 8<sup>th</sup> October, 2013, Tivetshall Village Hall**

Present: Pam Carpenter, Lynn Jollans (Acting Clerk), Tony Jollans (Chair)  
Vivienne Dennis (taking minutes)

#### 1. APOLOGIES FOR ABSENCE

Received from Claire Kirby, Martin Wilby (DC), and Isabelle Agrir (PCSO)

#### 2. RECEIVE DECLARATIONS OF INTEREST

There were none

#### 3. CONSIDER APPLICANTS FOR CO-OPTION

There were none

#### 4. TO GRANT DISPENSATION

Following discussions, Lynn Jollans, as Proper Officer, granted dispensation to Tony Jollans to take part in the process for selection of new clerk.

(Reference : e-mail correspondence with Leah Mickleborough, SNC.)

#### 5. CONFIRMATION OF MINUTES

The minutes of the meeting 10<sup>th</sup> September, 2013, were approved and signed

#### 6. PUBLIC PARTICIPATION

6.1. Neither District nor County Councillors present.

6.2. Isabelle Agrir (Community PCSO) not present but Chair advised: no reported crime in Tivetshall, but a couple of recent & minor incidents.

6.3. No Parishioners present.

#### 7. PLANNING APPLICATIONS

7.1. 2013/1622, 2 Croft Farm, The Street: replacement of windows & French doors: recommended for approval.

7.2. 2013/0725, Upper Vaunces Farm: as previously; TCI appealing to planning inspectorate; SNC yet to respond; special meeting 23rd October. Parish council to respond to effect that same objections stand.

#### 8. RECEIVE REPORTS FROM COUNCILLORS

8.1. Norse contract: 2nd half-yearly instalment due; various elements of contract have not been fulfilled; Lynn Jollans to follow up original contact with a view to obtaining possible refund.

8.2. Fence & pavilion : Tim Playford approached with regard to various works; fencing treatment; tidy up of pavilion & play equipment; notice board maintenance; quoted £500. Tony Jollans proposed & Pam Carpenter seconded that this quote be accepted.

- 8.3. Play pit & hedge : Local gardener approached with regard to hedge trimming weeding & strimming; quoted £550. Tony Jollans proposed & Lynn Jollans seconded that this quote be accepted.

Parish Council agreed that the current community service arrangements, whereby charging minimum of £75/day if a group of five in attendance, would not be appropriate/acceptable for these works, but may be suitable in other instances.

#### 9. TO FORMALLY AGREE DONATIONS TO LOCAL CHILDREN'S ORGANISATIONS.

- 9.1. Dickleburgh Sea Scouts: Tony Jollans proposed & Pam Carpenter seconded £50 donation.
- 9.2. Tivetshall Rainbows: Tony Jollans proposed & Pam Carpenter seconded £50 donation.  
.. with a view to possible further donations to both at end of financial year.
- 9.3. Royal British Legion : Lynn Jollans proposed & Tony Jollans seconded £60 donation. Lynn Jollans to speak to Claire Kirby and/or to track down the RBL mechanism ref. donations/paperwork, etc

#### 10. CORRESPONDENCE RECEIVED

Moulton Road / Land Registry in hand.  
NALC/NSLCC : Autumn Seminar, Sandringham, 6th November.  
Town & Parish Clerks Consultation: SNC, 28th November.  
SNC : Autumn leaf clearing. Parish Council agreed to suggest area around school.  
SNC : Older Peoples Forum : 23rd October.  
SNC : Election Facilities Opinions.  
& regular NALC & RCC correspondences.

#### 11. FINANCE

- 11.1. Balance of accounts received.
- 11.2. Risk assessment : in hand with Pam Carpenter.
- 11.3. Half-year review : awaits risk assessment.
- 11.4. Payments of invoices as follows were agreed:
- Mazars: external audit £120.00
  - Vivienne G. Dennis £40.00
  - Primrose Press £112.00
  - Pam Carpenter: travel expenses £30.20
  - Plus donations as agreed at 9.1, 9.2, & 9.3
- 11.5. Annual return to be published/displayed.

#### 12. COUNCILLORS COMMENTS/FUTURE AGENDA ITEMS

Future discussion regarding purchase of computer & printer for clerk's use.

5 applications received for clerk's post; it is hoped that interviews will take place week beginning 14th October.

#### 13. DATE OF NEXT MEETING

Tuesday 12<sup>th</sup> November, 2013 at 7.30 p.m.

Meeting closed at 8.45 p.m.