

**Minutes of the Meeting of Sustead Parish Council
Held on Monday 3rd February 2020 at 7:30pm
at Aldborough Church Room.**

PRESENT:

Mr. A. Fell (AF) (Chairman)
Mrs. A Williams (AW) (Vice Chairman)
Mrs. J Thorne (JT)
Mr. R Harrison
Mr. J Toye (North Norfolk District Councillor)
Mrs. Kirsty Cotgrove (Clerk)
One member of the public was present

20/01. Apologies: Apologies were noted for Ms. M Bowland, Ms. P Howell and County Councillor S Butikofer.

20/02. Declarations of interest and dispensations to speak: None.

20/03. The Minutes of the last meetings: Minutes from the last meeting held on 11th November 2019 and the extraordinary meeting on 12th December were agreed and signed off as a true record.

20/04. Matters arising: None.

20/05. Reports: John Toye reported that the first Environmental Forum has taken place at the NNDC offices. The purpose of these meetings is to discuss what can be done on a local level. The next meeting in 26th March at 7pm. There has also been a Town and Parish Forum, and the next will be held on 23rd April at 10:30am.

Mr. R Harrison arr. 7:39pm

AW asked what is being done at District level to address County Lines. JT reported that the District have a representation on the Crime Panel. The issue was discussed at length.

20/06. Planning Matters: (i) PF/19/2189. Oaklands Farm, New Road, Bessingham. The Parish Council had no objection to this application.
(ii) To update on PF/19/0603, Wild Boar Properties Ltd, Wheelwrights, The Street, Sustead. This application is with the Planning Inspectorate, and The Parish Council have sent in their representation to strongly object to the application. The application for houses on the site (PF/19/2033) has gone to committee for a decision, with the meeting on 6th February. MB will attend, and has registered to speak.

20/07. To update on the village hall deeds and trust, and to approve further action if necessary: The solicitors asked for previous trust documents, but there aren't any. The Clerk will continue to chase.

20/08. Financial Matters: All Councillors received copies of the cash book & bank reconciliation prior to the meeting.

(i) The following payments were agreed and cheques signed:

K Cotgrove – Clerk February salary	£250.00
Aldborough Church Room – hall hire	£16.00
BHIB – annual insurance renewal	£313.96
ICO – data protection renewal (via DD)	£35.00
NNDC – uncontested election fee	£35.16

(ii) To approve an Internal Auditor for the 2019-20 Annual Return: It was agreed to appoint Jo Boxall as Internal Auditor.

20/09. Correspondence:

(i) Highway Ranger visit – A number of very muddy roads were identified, along with some potholes. The loose chipping signs are still up in Sustead. The Clerk will ask for them to be removed.

20/10. Any other business, for information: The Clerk will chase Environmental Protection regarding the scaffolding yard. Potential solutions to fly tipping in the Parish were discussed.

20/11. Date of next meeting: Thursday 7th May 2020 (Annual Parish Council Meeting).

Signed

Date