

**Minutes of the Meeting of Sustead Parish Council
Held on Monday 13th August 2018 at 7:30pm
at Aldborough Community Centre, Aldborough.**

PRESENT:

Mr. A. Fell (AF) (Chairman)
Mrs. A Williams (AW) (Vice Chairman)
Mrs. J Thorne (JT)
Ms. P Howell (PH)
Mr. Richard Harrison (RH)
Mrs. Kirsty Cotgrove (Clerk)
One member of the public was present

1. **Apologies:** District Councillor Knowles. The Clerk reported that County Councillor Butikofer will be late.
2. **Declarations of interest and dispensations to speak:** None.
3. **The Minutes of the last meeting:** Minutes from the last meeting held on 3rd May 2018 were agreed and signed off as a true record.
4. **Matters arising:** None.
5. **To receive reports from Local Members:**
(i) **Mike Knowles – District Councillor:** None.
(ii) **Sarah Butikofer – County Councillor:** None.
6. **Planning Matters:**
The Clerk had contacted NNDC to ask why solar panels required planning permission, and received legislation back from them.
7. **To update on the village hall deeds and trust, and to approve further action if necessary:** The land registry application has had to be resubmitted, as the time period has expired. The Parish Council's solicitors have done this. Cllr Williams has spoken to the tenant who confirmed that she did not ask for polling at the hall to stop, and she is happy for the village hall to continue as a polling station.
8. **To discuss Council vacancies:** Maggie Bowland was in attendance and has expressed an interest in joining the Parish Council. Cllr Williams proposed Ms.

Bowland, seconded by Cllr Howells, all in favour. The Declaration of Acceptance of Office was signed.

There is still one vacancy.

9. **Financial Matters:** All Councillors received copies of the cash book, bank reconciliation and budget update prior to the meeting.

The following payments were agreed and cheques signed:

K Cotgrove – clerk August salary & expenses	chq no 100416	£255.71
Aldborough Community Centre – hall hire	chq no 100417	£13.00

10. **Correspondence:**

(i) North Norfolk Local Plan update events – Councillors will let the Clerk know if they are able to attend.

(ii) Parish Partnership invitation to bid – It was agreed not to pursue this.

11. **Any other business, for information:** A number of potholes were reported. Cllr Williams will forward a photo to the Clerk of a section of sunken road.

15. **Date of next meeting:** Monday 12th November 2018. There being no further business, the meeting closed at 7:55pm.

Signed

Date