

**Minutes of the Meeting of Sustead Parish Council
Held on Monday 12th November 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)
Ms. M Bowland (MB)
Mrs. Kirsty Cotgrove (Clerk)
No members of the public were present

1. **Apologies:** County Councillor Butikofer.
2. **Declarations of interest and dispensations to speak:** None.
3. **The Minutes of the last meeting:** Minutes from the last meeting held on 12th November 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:**
PF/18/1961. Manor House Farm, New Road, Bessingham. Councillors supported this application.
7. **To update on the village hall deeds and trust, and to approve further action if necessary:** The land registry have confirmed that the Hall is now in the name of the Parish Council. A trust now needs to be established, and trustees appointed. It is hoped that Glenn Davenport and Peter Wrighton will continue as trustees, and it was agreed to appoint AW as the Parish Council trustee. AW will meet with Peter and Glenn to discuss finances, insurance and leases to get up to speed and to establish the Parish Council's liabilities. The Clerk will add the hall to the Parish Council's insurance policy. It was agreed to keep this on the agenda.
8. **To discuss and agree a response to the draft order E/3546 – proposed stopping up of highway at the Street, Sustead:** It was agreed that the Parish Council objects to this draft order, as it would set an unhealthy precedent for the Parish. The consensus in the village is for the land to remain the property of Highways. It was considered unfair that the land has not been offered for tender to give other villagers the opportunity to purchase it. There are

also concerns that the property access rights to the two properties behind could become compromised. It was also considered that the visibility for the properties behind could be dangerous, should any structure (e.g. a fence or similar) be erected.

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

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

K Cotgrove – clerk November salary & expenses chq no 100416 £250.00

(ii) **The following receipt was noted:**

NNDC precept 2nd instalment £1408.00

(iii) **To agree the 2019/20 budget:**

The budget was distributed via email prior to the meeting. On a proposal by AW, seconded by PH it was agreed to approve the budget.

(iv) **To agree the 2019/20 precept:**

On a proposal by AW, seconded by PH it was agreed to keep the precept at 2730.00.

10. **Correspondence:**

(i) Parishioner correspondence re verges in Bessingham – A Parishioner is concerned that verges in The Street, Bessingham are encroaching into the road. She had uncovered a drain whilst clearing, which raises concerns of possible flooding. It was agreed that the Clerk will contact Highways and explain the problem, and to ask them to cut back the verges and take the waste away. She will copy in the County Councillor. AF and JT are happy to meet with the Highways engineer to show him the issues.

11. **Any other business, for information:** AW has been approached by Glenn Davenport, who has asked to carry out repair work on the Sustead noticeboard, sign and bench, in memory of her husband Howard who was a Parish Councillor before his death earlier this year. It was agreed that this would be a very good idea, and a fitting tribute.

15. **Date of next meeting:** Monday 11th February 2019, Pear Tree Cottage, Sustead. There being no further business, the meeting closed at 8:18pm.

Signed

Date