

## NORWELL PARISH COUNCIL

### Minutes from the virtual Parish Council Meeting held at 6.30 pm on Wednesday 29<sup>th</sup> July 2020 via Zoom.

Due to the Covid 19 Pandemic, the Parish Council agreed to continue with all Parish Matters as per normal. In keeping with Government guidelines, certain Parish activities have been put on hold until further notice.

**Present:** Councillors: John Hobson (JH) (Chair) Heather Moreno (HM) (Vice-Chair), Andy Guy (AG), John Sparrowhawk (JS) and Tim Webster (TW).

**In attendance:** LJ Campbell (Clerk), Phil Christie (PC) and one member of public

	<b>DISCUSSION AND DECISIONS</b>	<b>ACTION</b>
<b>N/028/20</b>	<b>Apologies for absence:</b> Apologies were received and accepted from Luke Robins, Sue Saddington and Bruce Laughton.	<b>Received Accepted</b>
<b>N/029/20</b>	<b>Declarations of interest/dispensations:</b> None	
<b>N/030/20</b>	<b>Minutes of the Parish Council meeting held on 24<sup>th</sup> June 2020</b> were approved as a true record and to be signed by the chair.	<b>Approved To Sign</b>
<b>N/031/20</b>	<b>Matters arising:</b> Any matters arising are covered under the various headings.	
<b>N/032/20</b>	<b>Reports from District and County Councillors:</b> There were no updates from District or County	
<b>N/033/20</b>	<p><b>Parish Gardens:</b> PC reported that the Open Gardens was successful. The Dyke has not been dredged; Clerk to follow-up a date with LR and to let all plus PC know.</p> <p>a. Adoption/Amendment of 2020 Allotment Contract: It was agreed that the annual fee will remain at £25 and the one off deposit for new tenants will be £15. The deposit will go directly to the Allotment Management Committee and the annual fee of £25 will go to the Parish Council. All future contracts are to be sent out by the Clerk. Clerk to amend the Allotment Contract for adoption and signing at the next meeting.</p>	<p><b>PC Clerk</b></p> <p><b>Clerk Sept. Agenda</b></p>

N/034/20	<p><b>Finance:</b></p> <p><b>a. Financial position as at 27<sup>th</sup> July 2020:</b> Bank reconciliation was submitted by the Clerk and approved.</p> <p><b>b. Accounts for payment –</b> three payments totalling £712.42 were authorised for payment. The five payments from last month were not authorised electronically in time so were deleted by the bank; clerk to set them up again for payment this month.</p> <p>Clerk to scan bank statements with future financial paperwork.</p>	<p><b>Approved</b></p> <p><b>Authorised</b></p> <p><b>Clerk</b></p>
N/035/20	<p><b>Green Spaces, playpark and Health &amp; Safety:</b></p> <p>a. The Playpark: TW has conducted a full Risk Assessment and suggested opening the park using the current signage provided by NSDC. The PC voted (3 in favour, 1 against and 1 abstention) to open the Park. Clerk to print and laminate signage. Clerk to arrange a deep clean prior to putting up signs and opening the park.</p> <p>b. Temporary fence: The temporary fence is in place</p> <p>c. Ditch and permanent fence: this is ongoing. Harvey Brown gave the PC permission to use the present poles for permanent fencing.</p>	<p><b>Clerk</b></p> <p><b>Vote</b></p> <p><b>Open Park</b></p>
N/036/20	<p><b>Fibre Optic Broadband:</b> There was no update.</p>	
N/037/20	<p><b>Service Faults:</b> Bus shelter maintenance – JH to send Clerk details of the Maintenance person.</p>	<p><b>JH/Clerk</b></p>
N/038/20	<p><b>Planning:</b> There were no planning issues for consideration</p>	
N/039/20	<p><b>Correspondence:</b> All correspondence has been circulated electronically upon receipt, there is nothing from the Clerk for consideration.</p>	
N/040/20	<p><b>AOB:</b> Clerk to get a copy of the lease on the land presently rented by a resident.</p>	<p><b>Clerk</b></p>
N/041/20	<p><b>Next meeting:</b> Wednesday 23<sup>rd</sup> September 2020 at 6.30 pm. The meeting closed at 8.09 pm</p>	<p><b>23/09/20</b></p> <p><b>8.09 pm</b></p>

Lisa-Jayne Campbell  
Clerk for Norwell Parish Council  
31<sup>st</sup> July 2020

Addendum: N/041/20

## Norwell Parish Council

### Reconciliation of JULY Monthly Accounts

Bank Balances as at 27<sup>th</sup> July 2020

Account Number	Sort Code	Account Title	Balance	GBP Balance
<b>002441958: Norwell Parish Council</b>				
<b>20412623</b>	<b>60-83-01</b>	<b>Unity Current Account T1</b>	<b>5,298.58 GBP</b>	<b>5,298.58</b>
<b>Total:</b>				<b>5,298.58</b>
<b>Group Total:</b>				<b>5,298.58</b>

Business Current Income/Expenditure for period 23<sup>rd</sup> June – 27<sup>th</sup> July 2020

Date	Description	Serial No	Debits	Credits	Balance
06Jul2020	A Grief			25.00	5,298.58
02Jul2020	M Jackson			25.00	5,273.58
30Jun2020	Service Charge		(18.00)		5,248.58
29Jun2020	NEIL GILLESPIE			25.00	5,266.58
<u>29Jun2020</u>	<u>SOUTHEY&amp;HOWLETT</u>	-	-	<u>25.00</u>	<u>5,241.58</u>
29Jun2020	LINDA PACEY			25.00	5,216.58
26Jun2020	WARD HA			25.00	5,191.58
25Jun2020	S Capewell			25.00	5,166.58
24Jun2020	HATTON S & E A			25.00	5,141.58
23Jun2020	C Bateson			25.00	5,116.58

PC Payments for Authorisation

Date	Invoice	Details	VAT	Amount
27/07/20	I0135685	NSDC uncontested election recharge		69.55
27/07/20	422	Norwell Ground Care – June		206.25
27/07/20	N/025/20	LJ Campbell Clerk pay – July & August		436.62
		<b>Amount owing as at 27<sup>th</sup> July 2020</b>		<b>712.42</b>