

# NORWELL PARISH COUNCIL

## Minutes from the virtual Parish Council Meeting held at 6.30 pm on Wednesday 28<sup>th</sup> January 2021 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), Luke Robins (LR) and John Sparrowhawk (JS).

**In attendance:** LJ Campbell (Clerk), Phil Christie and Cllr Bruce Laughton

	<b>DISCUSSION AND DECISIONS</b>	<b>ACTION</b>
<b>1/092/20</b>	<b>Apologies for absence:</b> Apologies were received and accepted from Cllrs Sue Saddington and Tim Webster	<b>Received Accepted</b>
<b>2/093/20</b>	<b>Declarations of interest/dispensations:</b> None	<b>None</b>
<b>3/094/20</b>	<b>Minutes of the Parish Council meeting held on 25<sup>th</sup> November 2020</b> were approved as a true record and to be signed by the chair.	<b>Approved To Sign</b>
<b>4/094/20</b>	<b>Matters arising:</b> No matters arising.	<b>None</b>
<b>5/096/20</b>	<b>Public Participation:</b> Nothing to report.	<b>Nothing</b>
<b>6/097/20</b>	<b>Reports from District and County Councillors:</b> BL reported that a Traffic Regulation Order is now in place for the layby right hand side of A1 to Cromwell; a curb needs to be added before double yellow lines can be put down. It is expected to be policed strongly. The Mansfield vaccination centre is now open and appointments for 75-80 year olds are being sent out. JH asked BL for assistance in managing the flood concerns in the village which have been ongoing year after year and needs a flood management plan in place; BL supplied the Clerk with contact details to set up a meeting with all necessary parties; this will be arranged once the PC has assessed the relevant issues, including the pooling water on the road near the allotments.	<b>BL</b>
<b>7/098/20</b>	<b>Parish Gardens and Sports Association:</b> There was nothing to report on behalf of the allotments as this time of the year is normally very quiet.	

8/099/20	<b>Finance:</b> a. <b>Financial position as at 31<sup>st</sup> December 2020:</b> Bank reconciliation was submitted by the Clerk and approved. b. <b>Accounts for payment</b> – four payments totalling £495.02 were authorised for payment.	Approved  Authorised
9/100/20	<b>Green Spaces, playpark and Health &amp; Safety:</b> It was agreed to get Grounds Maintenance quotes ready for review at the February meeting. a. Children’s playground working party (LR): they are waiting for the funds and grants to open up again; Clerk to keep the PC informed of any. b. Dog exclusion zone on the sports field: it was confirmed that this is a dog exclusion zone and will be monitored by the managers of the field.	Clerk
10/101/20	<b>Service Faults:</b> a. Draining on Bathley Lane: The Clerk to arrange a meeting with all necessary parties. b. Ownership and maintenance of Defibrillators: The PC accepted responsibility for the two defibrillators which have both been fully serviced with new pads installed. HM will continue to monitor the Norwell Woodhouse defib and AG will monitor the one at the village hall. Clerk to flag up the change of pads in three years. c. Bus shelter ‘windows’: The PC discussed the options for weather proofing the bus shelter near the allotments. The options were wood or Perspex – the PC voted for Perspex; Clerk instructed to arrange on a budget of £150.	Clerk  HM AG Clerk  Clerk £150
11/102/20	<b>Planning:</b> Applications: 20/02470/HOUSE – Squirrel Cottage: WITHDRAWN 21/00007/FUL- Black Horse Farm: conversion: Clerk requested to set up a site visit. 21/00092/LDC – Willoughby Farm: Certificate of lawfulness: Clerk requested to obtain drawing RIG/947/2780/01. Decisions: None at the time of setting the Agenda	
12/103/20	<b>Land lease agreement:</b> The Clerk is in the process of investigating the PC purchasing the land: ongoing.	Clerk
13/104/20	<b>Future planning:</b> It was agreed to set up a rolling calendar which identified Agenda actions for at least 3 months ahead.	
14/105/20	<b>Correspondence:</b> Correspondence was received from a resident concerned about dogs on the sports field as this is a dog exclusion zone; the PC raised the matter with the appropriate parties who will continue to monitor dog use on the field. All other correspondence was circulated to Cllrs electronically upon receipt.	
15/106/20	<b>AOB:</b> There was no other business.	
16/107/20	<b>Next meeting:</b> Wednesday 24 <sup>th</sup> February 2021 at 6.30 pm via Zoom. Agenda items: Village signs, grounds maintenance contract, village security.	24/02/21
17/108/20	<b>Close:</b> The meeting was closed by the Chairman at 20h33pm	20h33

Addendum: N/109/20

## Norwell Parish Council

### Reconciliation & Payments for Authorisation January 2021

Bank Balances as at 26<sup>th</sup> January 2020

Account Number	Sort Code	Account Title	Balance	GBP Balance
<b>002441958: Norwell Parish Council</b>				
20412623	60-83-01	Unity Current Account T1	6,242.08 GBP	6,242.08
<b>Total:</b>				<b>6,242.08</b>
<b>Group Total:</b>				<b>6,242.08</b>

Business Current Income/Expenditure for period 25<sup>th</sup> November 2020 – 26<sup>th</sup> January 2021

Date	Description	Serial No	Debits	Credits	Balance
22Jan2021	Credit	123456		5.00	6,242.08
31Dec2020	Service Charge		(18.00)		6,237.08
08Dec2020	B/P to: Andy Guy		(39.30)		6,255.08
08Dec2020	B/P to: Norwell Ground Car		(206.25)		6,294.38
08Dec2020	B/P to: LJ Campbell	-	(438.62)	-	6,500.63
08Dec2020	B/P to: Glasdon UK Limited		(235.03)		6,939.25
08Dec2020	B/P to: NSDC Receipts		(114.00)		7,174.2

PC Payments for Authorisation

Invoice	Details	VAT	Amount
20/14	Royal British Legion - wreath		17.00
N/057/20	Clerk Salary - January		219.31
505	Norwell Ground Care – Christmas tree		90.00
20201216/1	Newark Community First Aid – defib maintenance		168.71
<b>Amount owing as at 26<sup>th</sup> January 2021</b>			<b>495.02</b>