

## Minutes of the Meeting of Hillington Parish Council held on Monday 26 March 2018, 7.30pm in the Ffolkes Arms, Hillington.

Present: Chairman Jane Hill, Cllrs Jonathon Worsley, Terry Kivlin, Mary Kenny & Ben Wallace  
In Attendance: The Clerk and 5 members of the public.

### 1. Apologies for absence and approval of reasons for absence.

None

### 2. Declarations of Interest.

There were no interests declared or requests for dispensations made.

### 3. Ward Members' Reports

#### 3.1 KL&WN Borough Council: To receive a report from Cllr. Tim Tilbrook.

Cllr Tilbrook said that he was aware of concerns about the new planning application consultation process, he stated that it was a trial and would be monitored. If the Parish Council had concerns about an application, it was still possible to ask him to call it in. Cllr Tilbrook also announced there would be a strategic review of traffic in and around King's Lynn.

#### 3.2 Norfolk County Council: To receive a report from Cllr. Stuart Dark

Cllr Dark was not present, standing apologies noted.

### 4. Approval of the Minutes

**Resolved that the minutes of the Meeting of the Council held on 29 January 2018 be signed as a true and accurate record of the meeting.**

### 5. Matters arising from the Minutes – *For information only.*

**Circulation list:** The Clerk reported that the email contacts on the list provided had been sent an email asking if they wished to remain on the circulation list. Several people had already replied giving their permission, several addresses appeared no longer valid. A reminder would be sent to those that had not yet replied, after that they would be removed from the list.

**Mobile Post Office Scheme:** The Clerk reported that the start date for the twice weekly mobile services had not been announced as the Post Office were still consulting, a positive response had been sent on behalf of the Council. The Chairman thanked the Ffolkes for the offer to use their car park.

**Highways:** Cllr Kivlin confirmed that the Highway faults reported at the last meeting had been attended to, but that one repaired surface was already deteriorating.

### 6. Public Forum: *The meeting adjourned to allow a period for public participation*

**Community Speed Watch:** A parishioner asked what progress there had been on that project. The Chairman said that the person who had volunteered to be the coordinator had withdrawn their offer. The Chairman apologised as she believed that the previous Clerk had informed all those that had put their name forward. A head count showed that there were still residents willing to participate in the scheme. The Clerk confirmed that a request for volunteers was on the website.

**Congham/ Grimston Road:** A parishioner asked if the speed limit between Hillington and Grimston through Congham could be reduced from 50mph. The Clerk was instructed to raise this request with Highways.

**Narrow footpath:** Cllr Worsley said a parishioner with a wheelchair had complained about the narrow width of the footpath near the bus stop where the vegetation needed cutting back. The Clerk would report this to Highways.

**Defibrillator Unit:** The Chairman asked if Tapping House ever installed the defibrillator unit accessible to members of the public.

Date.....Signed.....Signed.....

Minutes approved and signed as a true and accurate record of the meeting

**Norfolk Hospice:** It was announced that there would be a quiz at Tapping House on 1 April 2018.

**Church News:** There would be a Pilgrim Walk on Good Friday with an Easter Service on the Sunday. The Christmas concert had been set for 16 December.

## 7. Finance

### 7.1 To note and approve payments & receipts

***Resolved to approve payments as listed***

100418	KL&WN BC - Dog Bins	11.09	1.85
100419	Clerk's Salary	280.10	0
100420	HMRC PAYE Tax on Clerk's Salary	70.00	0
100421	ECS Computers Ltd - Transparency Grant	685.44	114.24

The Council noted that the application for a Transparency Code grant had been approved.

### 7.2 New External Audit Arrangements

The Clerk reported that the new audit system had much more focus on Governance. The new Annual Return, now known as the AGAR, had been reordered to reflect the importance of Governance. The Clerk also reported that as the new regulations permitted smaller councils to exempt themselves from the external audit and the cost that may incur, it would be an item on the Agenda for May.

### 7.3 To approve Internal Auditor for 2018-2019

***Resolved to approve Mr W Tawn as the Council's internal auditor***

### 7.4 To set reserves in agreement with Reserves Policy

***Resolved to approve the draft reserve policy***

***Resolved to approve in accordance with the approved Reserves policy, the amounts to hold in the Reserves for 2017-2018.***

The Council would then review the Reserves for 2018-19 financial year at the May meeting.

## 8. Planning

### 8.1 Report on Application 18/00341/F: Wheatfields – Extension

The Council noted that under delegated powers the Clerk had registered – no objection on behalf of the Council.

### 8.2 Report on KL&WN Planning update meeting

Cllr Kivlin reported that there had been a briefing on the Street Naming policy, Neighbourhood Plans, Planning Application consultation and the LDF.

## 9. Sewerage Scheme

The Council noted that Anglian Water had agreed to provide a grant of £500.00 to cover costs of replanting the verges with bulbs. The Chairman thanked Cllr Worsley for his part in securing the grant.

The Chairman reported that Gavin Batterby would take management of the scheme once it was operational.

## 10. Community Events

### 10.1 World War 1 Centenary Plans –

The Council discussed what it might arrange, it noted that the Ffolkes had a booking for a themed charity event around the time. A parishioner agreed to ask Fritcham what they were planning to do.

Date.....Signed.....Signed.....

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## 10.2 Christmas Party & Quiz 2018

The Council discussed a suitable date and subject to the Ffolkes being available a provisional date of 11 December was set.

## 11. Communication:

### 11.1 Flitcham Newsletter

The Council noted that Cllr Worsley had been asked if Hillington PC would promote Flitcham Social Club on its website, arising from that request, an offer had come from Flitcham PC for Hillington to add articles to their Newsletter. The Clerk had put a link to the online Flitcham Newsletter on the website. The Chairman said that it would be a useful way to promote the Post Office services once the start date was known. There were several items of local interest such as Speed Watch and WW1 Commemoration, so it might be the right time to produce a newsletter for Hillington.

### 11.2 Hillington PC Website

The Clerk reported that she had started to add a few extra things onto the website. There were also documents that should be published such as code of conduct, insurance details, policies, risk assessments, but the layout needed to be more user friendly before she uploaded them. Cllr Worsley would speak to his website team and asked them to get in touch.

## 13. Correspondence

Noted.

**The next meeting would be held on Tuesday 29 May at 7.30pm. The Annual Meeting of Parish Electors followed by the Annual Parish Council Meeting.**

Date.....Signed.....

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