

Minutes of the Meeting of Hillington Parish Council held on Tuesday 28th November 2017, 7.30pm in the Ffolkes Arms, Hillington.

Present: Chairman Jane Hill; Cllrs: Jonathon Worsley, Terry Kivlin; Mary Kenny; Ben Wallace.
Also present The Clerk and 4 members of the public.

1. Apologies for absence and approval of reasons for absence

No apologies.

2. Declarations of Interest

There were no interests declared or requests for dispensations made.

3. Borough Council of King's Lynn and West Norfolk - Cllr Tim Tilbrook

Cllr Tilbrook thanked the Council for the letter about the impact of development off Grimston Road on the Knight's Hill roundabout, he had had agreement that the issue would be reviewed. Cllr Tilbrook also reported on the Boundary Commission's draft proposals that Hillington would become part of the Massingham with Castle Acre Ward. The Chairman thanked Cllr Tilbrook for his regular reports.

4. Norfolk County Council - Cllr. Stuart Dark

The Council noted with disappointment that Cllr Dark had not attended a meeting nor submitted a report since his election. Clerk to ensure that Cllr Dark received notice of Council meetings.

5. Approval of the Minutes

Resolved that the minutes of the Meeting of the Council held on 25th September 2017 be signed as a true and accurate record of the meeting.

6. Matters arising from the Minutes

Village Sign: Cllrs Wallace and Kivlin had offered to remove the sign over the Christmas period. The Chairman confirmed that the post had been examined and remained sturdy. Cllr Worsley suggested removal be put off until a date for repair had been agreed.

Dog Bin: The Borough Council had agreed to empty the dog bin, it would be cleared once a fortnight. The cost was £1.58 per clearance inclusive of VAT.

Test Pits: Council noted the archaeological project might continue if volunteers and supervisors could be found. The Chairman would write to the group about the situation with the sewerage works and concerns about the supervision of students last year. Information on the findings at Hillington had been published on the Access Cambridge Archaeology Website.

7. Open Public Session

Resolved to adjourn the meeting for up to 15 minutes, for public participation

Details of the Carol Concert at the Church on 17 December were provided.

8. Finance

8.1 Resolved to approve the following payments

Royal British Legion	22.00
St Mary's Church	850.00
P Sewell	420.15
HMRC	105.00

8.2 To consider draft budget 2018-2019

The Council discussed the draft budget for 2018-2019, prepared on the basis that there would be little or no increase in the precept next year. The supplementary grant from the Borough Council would be reduced, therefore overall income would be reduced. Cllr Worsley advised that there should be an allowance made for website support. An additional amount was added to the community events to cover a potential event

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

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

relating to the WW1 centenary. The Council noted that although the intention was to have the village sign repaired by the end of the financial year, the amount may have to be rolled forward. The Clerk would make amendments based on the comments made for approval at the January meeting

8.3 To consider and approve reserve policy

In response to the Auditor's comments the Council considered the adoption of a Reserved Policy as drafted by the Clerk. Once the budget had been agreed, the Clerk would allocate figures to the reserve headings.

Resolved to approve the Reserve Policy as drafted.

9. Planning Application Consultations

17/02108/F - Construction of agricultural building and array of solar panels Land W of The Beeches S of A148

Resolved to raise no objection to application 17/02108/F subject to a condition ensuring the land would remain for agricultural use only

17/01355/F The Old Rectory Station Road - Change entrance to property and construct a double garage and entrance gate with brick piers. The Council noted that the application had been approved by the Borough Council.

10. General Data Protection Regulations 2018: Duties and Responsibilities

The Council noted the likely impact on the Council and that the responsibilities would become a duty. The Council would need to ensure compliance on rules which involved the use and retention of personal data.

Resolved to appoint the Clerk as Data Protection Officer

Resolved to organise Councillor training, if possible with another Council.

11. Transparency Code

11.1 Purchase of Equipment

The Council had received a grant in 2017, part of the funding was to enable the Council to purchase equipment (£430.00).

Resolved to authorise the Clerk to source a suitable laptop and software

11.2 Approval of Transparency Code Grant Application 2017-2018

Resolved to approve application for grant to cover staff time for the year.

12. Sewerage Scheme: Update

Cllr Kenny had confirmed with Anglia Water, that after the last meeting, AW would visit each property to speak to householders about connections. Overall the project appeared to be making timely progress, work had also begun on house connections. The Council recorded its thanks to the AW team for the work done so far.

13. Christmas Party & Quiz Monday 4th December 2017: Arrangements

The Chairman thanked Mr Rogerson for promoting the events. The Chairman confirmed the number of invites so far and would liaise with the Ffolkes over the arrangements for set up.

14. Correspondence

War Memorial: The Clerk reported that the Hillington War Memorial had been referred by Historic England to the Secretary of State as part of its listing war memorials project.

The next meeting would be held on 29 January 2018 at 7.30pm

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

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