

SHELFANGER PARISH COUNCIL

MINUTES of the Parish Council Meeting held on Thursday 7 November 2024 at 6.30 pm at Shelfanger Village Hall.

Councillors Present: Cllr Marion Paines, Cllr M Hurst and Cllr P Ross

In attendance: Elaine Tinsley (Clerk) and 3 members of the public

1. **Chairman's Welcome:** The Chair opened the meeting and welcomed everyone present, and received apologies for absence from County Cllr Catherine Rowett, Cllr Mick Paines and Cllr Paul Chambers.
2. **To approve the Minutes of the Parish Council Meeting held on Thursday 5 September 2024** - The Minutes of the Parish Council Meeting held on 5 September, previously circulated to all members, were proposed for approval by Cllr M Hurst and seconded by Cllr P Ross and unanimously agreed.
3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:** None were received
4. **To hear from members of the public:**
One member of the public reported on the full response received from Adrian Ramsey's office confirming his commitment to the flooding risks management. The full report is on the village website.
Two members of the public present wished to be considered becoming Shelfanger Parish Councillors and they were asked to attend the next meeting in February 2025.
5. **To receive the Cllr Catherine Rowett** – CR's report was read out to the meeting in her absence and is on the website.
6. **To receive Chair's Report** – Cllr Paines reported on the loss of Jan Barnard who will sadly be missed. The church clock has been serviced and it is hoped all will be well for another year. She also expressed her thanks to Bob, Chris and Terry who keep the clock wound and showing the correct time. The **Police** have informed the Parish Council of update meetings being held in local villages – the dates and locations are showing on the village website. The **Rangers** are due in the village to respond to recent defect reports. If any more are seen, these should be reported to the Clerk who will log a request with Highways. Recent information received concerning **Management of Unauthorised Encampments** had been added to the village website and passed to the Village Hall Committee. **Freight Transport** – following a request from County Cllr Rowett, information was sent to her about increased freight transport through the village – again any further reports should be sent to the Clerk.
Dog Bin Location, Village Sign Garden & Footpaths – special thanks was given to the members of the parish who have located the two additional dog bins, weeded the garden at the base of the village sign and kept the footpaths cut – thank you.

7. **To receive Clerk's report** - The Clerk's report was read out.
- o **Ford Heywood Road** – a gauge has been located at the ford to show the depth of flood water when present, but unfortunately has blocked the water escape and the gauge cannot be read by motorists. Highways have been informed and remedial work is due to take place.
 - o **Village Hall Accounts Year Ending 31.03.24** – Expected early 2025 – **Clerk to chase**
 - o **Church Road Flooding** – The owner has been given 7 working days to resolve this issue or further steps will be taken – **Clerk to monitor.**
 - o **SAM2 Speed Camera** – Result of the Parish Partnership grant application expected end of March 2025. Following which a decision will be taken as to whether the Parish should fund the whole of the cost.
 - o **Dog Bins** – Two additional dog bins have now been positioned at the top of the hill on Heywood Road and at the bottom of High London Lane.
 - o **Environment Agency Surveyors** – Feedback has been added to the website.
 - o **Bank Account** – Lloyds have advised charges will be imposed from January 2025. Assuming transactions to be similar to 2024, the likely charge will be £51 per annum (£4.25 per month). It was agreed that the bank account should remain with Lloyds at present and monitored throughout 2025.

Shelfanger Parish Council Accounts

	Net	VAT	Current	Savings
01.04.24 Opening Balance - Savings Account				£6,173.97
01.04.24 Opening Balance - Current Account			£1,998.39	
Receipts				
09.04.24 Interest (April - Oct)				£48.68
10.04.24 Interest			£0.25	
19.04.24 SNDC CILS			£3,530.92	
26.04.24 SNDC Precept			£2,741.50	
07.05.24 Transfer of funds				£1,158.10
27.08.24 VAT refund			£97.84	
20.09.24 Precept			£2,741.50	
Total Receipts			£11,110.40	£7,380.75
Payments				
29.04.24 Employer contribution	£7.40	£0.00	£7.40	
29.04.24 Clerk Salary	£211.52	£0.00	£211.52	
07.05.24 Transfer to savings	£1,158.10	£0.00	£1,158.10	
20.05.24 Norfolk PTS - subscription	£55.00	£0.00	£55.00	
20.05.24 Roger Canwell - Auditor	£30.00	£0.00	£30.00	
29.05.24 Employer contribution	£7.40	£0.00	£7.40	
29.05.24 Zurich - Ins	£460.17	£0.00	£460.17	
26.06.24 Clerk salary	£430.44	£0.00	£430.44	
09.07.24 M Lord - Grasscutting Fuel (Inv. 26)	£25.00	£0.00	£25.00	
27.08.24 Clerk salary	£437.84	£0.00	£437.84	
16.09.24 Clerk - laptop repairs - Item 11 - 05.09	£33.33	£6.66	£39.99	
16.09.24 Clerk - dog bins - Item 11 - 05.09	£295.19	£59.04	£354.23	
16.09.24 M Lord - Fuel (Inv 30) - Item 11 - 05.09	£25.00	£0.00	£25.00	
14.10.24 SNC - Dog Bin emptying (Inv 0701086863)	£182.00	£36.40	£218.40	
Total Payments		£102.10	£3,460.49	£0.00
Current Account Balance			£7,649.91	
Savings Balance			£7,380.75	
Bank Balance			£15,030.66	
Funds held for Friends of Boyland Common			£531.62	

A member of the public requested information on the insurance payment, and was satisfied this was to cover the village assets and public liability.

8. **To receive updates from individual Council members:** Cllr P Ross reported she had been approached by a resident who was interested in becoming a tree warden for the village. She has already received training from the Tree Council. It was decided that the Clerk would contact insurers to ensure correct cover was in place for this kind of voluntary work and assuming this was covered, the parishioner could be taken on in an advisory role. **Clerk to action.**
9. **Boyland Common Report** - Cllr P Ross read through the Boyland Common Report.
10. **Planning:**
- o Application No: 2024/2476 Housing Development at Winfarthing – Various amendments have been made to the planning application which were handed out at the meeting.
 - o Application No: 2022/0639 – Cherry Tree House, Heywood Road, Shelfanger – Amendments passed.

11. **FINANCE REPORT**

- o **To approve payments (C):**

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT
Online	Clerk	Dog bin brackets P: Cllr M Paines 2 nd : Cllr P Ross	66.12	11.02
Online	Clerk	Nov, Dec & Jan Salary P: Cllr M Paines 2 nd : Cllr M Hurst	656.76	0.00
Online	Smith of Derby	Clock service – Inv 133945 P: Cllr M Paines 2 nd : Cllr P Ross	357.60	59.60
Online	SNC	Dog bin emptying to 31.03.25 P: Cllr M Paines 2 nd : Cllr P Ross	84.00	14.00
Online	Shelfanger Church	Remembrance Wreath P: Cllr M Paines 2 nd : Cllr M Hurst	19.99	0.00
Online	Village Hall	Annual Meeting Rm cost P: Cllr M Paines 2 nd : Cllr P Ross	80.00	0.00
		TOTAL £	1264.47	84.62

12. **Next meeting of the Parish Council is on Thursday 20 February 2025 at 6.30 pm at Shelfanger Village Hall.**

Meeting closed at: 7.40 pm.