

19/01

LOUND PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held at Lound Village Hall
on Monday 4th February 2019 at 7.30 pm.

(Subject to amendment until signed by the Chairman at the next meeting)

Present: Louis Smith (chair), Judith Hobbs (vice chair), Paul Strowlger, Miles Thomas,
Gayle Welsh, Peter Larcombe, Paul Ashdown (District Councillor)
Jill Brown — clerk

There were no members of the public present.

The Chair welcomed those present and introduced the meeting by advising those present of the location of the Fire Exits.

1. Welcome & Apologies

Apologies from Keith Robinson and James Reeder (County Councillors).

2. Declaration of Interest - Declaration of any pecuniary or other interest with regards to items on the agenda. There were none.

3. Minutes of The Last Meeting and Matters Arising –

The minutes of the meeting held on 3rd December were proposed and seconded. The only matter arising was that the Speedwatch scheme has now ended. Louis has the equipment should the scheme be revived in the future.

4. Public Forum – There were no members of the public present.

5. Confirmation of Parish Council nominations of Trustees for the Poor's Trust – There are currently two vacancies for trustees of the Poor's trust. The Parish Council confirmed its two nominees for these vacancies, and their names will be forwarded to the Poor's Trust.

6. Northern Parishes Meeting – Louis explained that no-one from Lound was able to attend the last Northern Parishes meeting on 25th January and so there was no feedback to report. Paul Ashdown (District Councillor) had attended this meeting and he gave a brief outline of items discussed.

7. Updates

- **Police Newsletter** – The newsletter is circulated to the councillors when received.
- **Lound Website** – Louis continues to update this when required. Louis will create a series of policies that need to be added to the website and he will bring these to the next meeting for approval by the Council.

Signed

Chairman

Louis Smith

Clerk,

Paul Ashdown

Date

1-4-19

- **GDPR privacy statement** – The GDPR and privacy statement will be brought to the next meeting for approval along with the other policies mentioned above.
- **Webcam** – There are no updates on the webcam at this time. This item will be taken from the agenda until there is anything further to report.
- **Neighbourhood plan** – The draft plan is almost at completion stage. The outstanding items are the design briefs for the three residential sites in Lound and Somerleyton. AECOM will approve these design briefs when the sites are confirmed in the Waveney Local Plan. Louis will request an advance preview of the design briefs. Paul Ashdown said that he will ask for confirmation of the sites. Louis has a copy of the draft neighbourhood plan should anyone wish to view this.
- **Unadopted Service Road** – It is still hoped that this work will take place sometime in February when a digger will hopefully be available. The council agreed that they are still willing to fund 20 tons of graded crushed concrete.

8. Reports from District and County Councillors

Paul Ashdown said that there are no definite updates at the moment about the new Council Tax Rates for 2019/20, although there will be an increase in the precept to cover changes in policing.

9. Correspondence

There were two items of correspondence:

- An email from the Broads Authority inviting the Parish Council to a Broads Parish Forum on Wednesday 20th March at 6.30pm.
- An email from the HomeStart organisation regarding recruitment of volunteers

10. Litter Pick – This will take place on 30th March and Louis will collect the litter sticks and sacks on 29th. There is a £25 deposit for these. There will also be Health and Safety and Risk Assessment forms to complete.

11. Accounts

- **Review of Income and Expenditure and balances to end of January 2019** - The income, expenditure and bank balances to the end of January 2019 were reviewed and accepted.
- **Review of budget** – The budget for 2019/20 was reviewed and accepted.
- **Payments to authorise:**

Clerk's salary to end of December 2018	£106.96 – paid by BACS
Clerk's salary to end of January 2019	£106.96 – paid by BACS
Graham Nourse Planning	£1330.00 – to be paid by BACS

12. Scheduled meetings for 2019 - 1st April, 3rd June, 5th August, 7th October, 2nd December. The date for the 2019 AGM was agreed at 17th May.

The current Parish Council will cease on 1st May and the Councillors who wish to continue in office will need to put their names forward for re-election.

Signed Chairman, Louis Smith Clerk, Paul Ashdown Date 1-4-19

13. Councillors Forum

The policies to be adopted and added to the website will be brought to the next meeting for discussion.

14. Closed Session to discuss clerk's salary from April 2019.

The Council agreed to go into closed session to discuss the clerk's salary to be paid from April 2019 onwards.

The meeting closed at 8.45pm.

Signed Chairman, *Louis Smith* Clerk, *gt Brown* Date... 1-4-19

Clerk's Salary

The clerk is currently paid £9.32 per hour. This is the rate agreed by the National Joint Council for Local Government Services for workers at Scale Point 15 up to March 2019.

This equates to £121.16 per month ($£9.32 \times 3 \times 52 / 12$)

From April 2019 a new pay scale has been agreed, and Scale Point 15 becomes Scale Point 5 on the new scale. The rate agreed for Scale Point 5 is £9.74 per hour.

This equates to £126.62 per month ($£9.74 \times 3 \times 52 / 12$)

The Parish Council agreed that the clerk's salary should be increased to £126.62 per month from 1st April 2019, and the Chairman undertook to communicate this to our payroll service provider

In addition the clerk is paid a monthly "working from home" allowance of £10, which is intended to pay for a share of her internet connection and stationery used for Parish Council business. This allowance will be unchanged, but the clerk was asked to confirm that this was a fair estimate of her expenses.

Signed

Chairman

Louis Smith

Clerk,

J. Brown

Date

1-4-19