

**Minutes of the Meeting of Cantley Parish Council held on
Thursday 16th February 2017 at 7pm in Cantley Village Hall.**

Present: Richard Attwood (Chairman)
Steve Bennett
Dot Machin
Catherine Moore, Clerk

Also present: Two members of the public were in attendance.

1. Public Forum

Dot Machin reported that Ropes Barn had opened a caravan and camping site. Concern was expressed regarding the blind bend, and that HGVs and caravans would not mix well. The Clerk was asked to contact Broadland District Council about this. **Clerk**

The Clerk was asked to forward the latest figure for the Land Swap costs to Norma Knight. **Clerk**

2. Apologies

Apologies were received and accepted from Brenda Pawsey, Norma Knight and Peter Key.

3. Declaration of interest for items on the agenda

There were no declarations of interest.

4. Minutes of the meeting held on 19th January 2017

The minutes of the meeting were agreed as an accurate record, proposed by Dot Machin, seconded by Richard Attwood, all in favour.

5. Urgent Items

The Chairman reported that Martin Woolner had resigned from the Council due to personal commitments, and that the process to advertise the vacancy had begun. He placed on record the Council's thanks for Martin's contributions, noting that he would be welcomed back in the future if his commitments allowed. The vacancy would be advertised in the next newsletter. **Clerk**

6. Matters Arising

i. Grit Bin, Well Road

The Clerk reported she was discussing potential locations with Norfolk County Council, and would chase this up. **Clerk**

ii. 30mph Vehicle Activated Sign, Station Road

The Clerk reported that she was discussing with the factory how to release the money, and the VAS would be ordered as soon as the money was received.

iii. Defibrillator, Cantley Phone Box

The Clerk reported that she was waiting for a quotation from Community Heartbeat Trust, and that it was not possible for BT to give any notice of removal. It was **agreed** that funding would be sought, and the kiosk adopted once the scheme became viable. **Clerk**

- 7. Highways and Transport**
- i. Peregrine Close Traffic Island **Clerk**
 The Clerk noted that the bollard had been reported to Norfolk County Council, noting that the signage was inadequate and needed to be weighted. It was suggested that the Great Yarmouth Mercury could be interested, as this was dangerous and would result in a serious accident. The County Councillor had been copied in. **Clerk**
 Richard Attwood reported that the bridleway sign near Cantley Pond going towards Burnthouse Road had been knocked down, the Clerk was asked to report this. **Clerk**
 Richard Attwood reported that the lower end of Grimmer Lane needed sweeping. **Clerk**
- 8. Finance**
- It was **agreed** to pay the following, proposed by Richard Attwood, seconded by Dot Machin, all in favour:
- | | | |
|--------------------|----------------------------------|---------|
| a) Catherine Moore | Clerk's Salary January 2017 (SO) | £165.00 |
| b) HMRC | PAYE – January 2017 | £41.60 |
| c) FOCUS | Donation | £100.00 |
- 9. Correspondence**
- The correspondence was noted.
- 10. Ongoing Matters**
- a) Crassula in Cantley Pond
 The Chairman reported on a meeting that he had attended with a specialist, which suggested that the only option was to spray. The cost would be £250 per application, with 2-3 required. There was no guarantee that this would work, or that it wouldn't come in again from the marshes. It was **agreed** not to proceed with treatment, but to make contractors aware of the presence of the weed. It was hoped that the pond drying out would choke it, and that the pond could be reinstated later on. **Clerk**
- 11. New Matters**
- a) Recruitment of Clerk
 The Chairman reported that the Clerk had resigned from her position and would be leaving the Council on 31st May 2017. It was **agreed** to advertise the vacancy with the advert, job description and recruitment timetable as outlined. **Clerk**
- b) Banking Arrangements
 The Chairman reminded councillors of the communication issues experienced with Lloyds. It was **agreed** to move to Barclays, proposed by Richard Attwood, seconded by Steve Bennett, all in favour. **Clerk**
- c) Newsletter Items
 The Clerk asked for items to be submitted by 28th February 2017.
- d) Review Financial Regulations, Standing Orders and Financial Risk Assessment
 The documents were reviewed and **agreed** for a further two years, proposed by Richard Attwood, seconded by Dot Machin, all in favour. **Clerk**
- 12. Items for Next Month's Agenda**
- None

13. Date of Next Meeting

The next meeting would be Thursday 16th March 2017, 7pm at Limpenhoe Village Hall.

The meeting closed at 7.40pm.

CHAIRMAN