



*Cantley, Limpenhoe and
Southwood Parish Council*

Annual Report

July 2019

Chairman's Report 2018/2019

This year, The Parish Council adopted (May 2018) the **General Data Protection Policy** in order to comply with all Government legislation. Everyone in The Council must understand the implications of GDPR, The Council acting as the Data Controller, and The Clerk, the Data Protection Officer, and the policy being subject to Annual Review.

We have also adopted a **Community Emergency Plan** with the help of Jan Davis, who has agreed to be the Coordinator for this plan. Our thanks to Jan for initiating this and for agreeing to take it forward as appropriate. Further details of this can be found in the April 2019 newsletter, and on The Council website.

This year **Cantley Staithe Charitable Trust** dissolved as an independent body, and subsequently The Parish Council has agreed to become Sole Trustee of The Cantley Staithe Trust. To facilitate this, The Council will hold quarterly Charity meetings to manage the business of The Trust, and consider issues raised by a voluntary Staithe working group. The Trust will be administered by The Parish Clerk, as Clerk to The Trustees, with the Trust standing as a self-financing entity separate from The Parish Council.

Network Rail's work to replace the Station Rd crossing to Automatic Barriers continues. The threatened closure of the Church Rd Crossing, and replacing the gates, which currently allow emergency access, with a fence, has been an ongoing contentious issue. However, County Council Highways has now, reassuringly and emphatically advised that emergency access has to be maintained for the dwellings and businesses south of the railway, and has taken responsibility for ensuring that this happens. The Council will maintain a watching brief!

Tree Warden. Simon Huggins has volunteered his services as Cantley Tree Warden, and his contact details have been passed on to Broadland Tree Warden Network, and independent body of Tree Wardens, consisting of the former Broadland Tree Wardens. Subsequently, Parish Council agreed a grant of £25, as requested, towards the work of this network.

Dog Fouling continues to be an issue. Broadland District Council has suggested that we adopt their Top Dog campaign, and in addition, we have agreed to support the 'Public Spaces Protection Order: Dog Fouling' Initiative. Posters will be erected at 'vulnerable' locations, and further details on village notice boards, and in the next newsletter.

On the **Councillors** front, Michael Smith joined The Council in July 2018, filling the remaining vacant seat. However, due to unfortunate circumstances, he has recently resigned. Our thanks to Michael for his contribution. All Councillors are up for re-election this May, so it is hoped we will have a full complement by the end of May.

The Parish Website has been transferred to Hugo Fox and the website address www.cantleyparishcouncil.org.uk has been purchased for ten years.

Policies and Standing Orders. The parish Council continues to review all its policies annually. Within our Standing Orders we are adding a clause allowing no animals except Guide and Assistance dogs to meetings.

Health and Safety. We continue to make regular inspections of all items in the Parish for which we are responsible.

Continue to distribute **regular Newsletters** to all households, asking to be informed where we might be missing out residents.

And continue to **welcome all residents** to our monthly Council meetings, dates and locations for which are on The Council's website.

Dot Machin, Chair

Summary of Parish Council Accounts 2018/19

Receipts

	<u>2018/19 (£)</u>	<u>2017/18 (£)</u>
Precept and Shortfall Grant	9,347.00	9,254.00
Recycling Credits	0.00	0.00
VAT Reclaim	205.88	447.17
Misc. Including Grants	298.47	7,424.95
Bank Interest	4.66	1.79
TOTAL	9,856.01	17,127.91

Payments

	Actual 2018/19 (£)	Budget 2018/19 (£)	Actual 2017/18 (£)
Clerk's Salary & Expenses; Training	3,130.87	2,520.00	2,708.35
Insurance	1,264.20	220.00	206.08
Audit Fees	60.00	240.00	165.00
Grass Cutting	1,880.00	1,880.00	1,730.00
Subscriptions	339.59	261.00	262.93
Hall Hire	65.00	160.00	110.00
Maintenance	0.00	190.00	238.60
VAT	23.40	0.00	205.88
Contingency	0.00	400.00	0.00
Misc. Incl.	169.90	2,685.00	6,766.10
Grants/Projects			
TOTAL	6,932.96	8,576.00	12,392.94

Bank Reconciliation

Opening Balance at 1st April 2018	16,707.76
Total Income	9,856.01
Total Expenditure	6,932.96
VAT due to Council	23.40
Closing Balance at 31st March 2019	19,630.81

Your Parish Council

The villages of Cantley, Limpenhoe and Southwood are represented by seven Parish Councillors: Dot Machin (Chair); Steve Bennett; Peter Key; Norma Knight; Brenda Pawsey; Kevin Francis and Jan Davis. The Parish Clerk is Melanie Eversfield.

The Parish Council meets eleven times per year, with the following meeting dates planned for 2019:

19th September 2019 Cantley Village Hall
17th October 2019 Limpenhoe Village Hall
21st November 2019 Cantley Village Hall
19th December 2019 Cantley Village Hall

Parish Council agendas are published on notice boards and the website 3 clear days before the meeting. Minutes are published on the website after they have been approved. Alternatively they are available from the Parish Clerk. Members of the public are welcome to attend all Parish Council meetings. A time is set aside for public comments before the meeting begins.

Your representative on Broadland District Council is Councillor Rebecca Grattan who can be contacted on 07787 538560 or emailed on cllr.rebecca.grattan@broadland.gov.uk

Your representative on Norfolk County Council is Councillor Andrew Proctor who can be contacted on 01603 715659 or emailed on andrew.proctor.cllr@norfolk.gov.uk

Contacting your Parish Council:

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