



MERTON PARISH COUNCIL

Chairman: Martin Parker

Clerk/RFO: R Martin



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 6TH SEPTEMBER 2016 IN ST PETER'S CHURCH

Present Councillors Parker (Chairman), de Grey, Dunn and Macro, and Rosemary Martin (Clerk) 1 parishioner in attendance.

681. To receive apologies for absence

Apologies received from Cllr Riley.

682. To receive declarations of interest

None declared.

683. To agree and sign the minutes of the Parish Council meeting held on 19th July

Proposed by Cllr Dunn and seconded by Cllr de Grey that the minutes were a true record. All agreed, and the chairman signed the minutes.

684. Matters arising from the previous minutes (for information only)

Anglianwater continue to send bills for water. The amount due is now £30.76.

Resolved to pay (see below para ??)

Mazars have now completed the external audit, there were no queries. Note that next year the council will have to start depreciating assets.

685. Finance

a) Routine Finance

The following invoices are to be paid

St Peter's Church	donation	£60.00	100226
Anglian water	water	£30.76	100227
Norfolk ALC	Subscription 2016/2017	£78.87	100228

Proposed by Cllr de Grey and seconded by Cllr Dunn that these invoices be paid. All agreed.

Resolved to authorise the Chairman to commission the structural survey and if necessary pay the fee (up to £600) before January meeting.

b) Bank Account balances

Community	6 Sep 16	£2305.45
Saver	6 Sep 16	£1674.65

c) Budget

Clerk tabled a list of items paid during 2015/2016 which are recurring, to be used as basis for the budget. Following discussion during the meeting, the clerk will produce a draft budget for 2017/2018.

d) Grant Applications

Discussions have been held with: Village SOS, BDC and LAG. LAG suggested we also apply for a grant from *Lottery funds for all*, as they will normally make a decision quickly, and it would help our case if we had received money from other grant providers when we approach LAG.

e) Automated cheque payments

Clerk proposed that the Council move to a system of bank transfers to replace the cheque system. The process would be:

Payments to be made listed on agenda	No change
Council approve payments during meeting	No change
Clerk sets up on-line bank payment transfers based on approved list	Clerk to have new on-line access permissions
A Councillor validates the on-line payment instructions, and if they agree with the approved list, instigates the transfers	One or more Councillors to have on-line bank access with these permissions



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686. To receive update on flooding

Cllr de Grey said it is not known whether David Hill owns the land behind the telephone kiosk on the Green. However, he does own the ditch which flooded in that area (it is inside his field boundary).

Clerk eventually identified a Flood and Water Management team responsible for flood prevention, with the power to enforce landowner action where necessary. All flooded properties in Merton were reported to this body. The team have written to everyone on the list and will come and investigate wherever property, not just land, has been flooded.

Cllr de Grey stated that the Merton Estate ditches will be cleared where necessary this autumn, including from the Hassocks Moat down to the sewage plant and from the farmyard into and including the culvert. Cllr Dunn requested that the Clerk contact David Hill asking him to clear his ditches, in particular, the one running behind the kiosk and the one running from the sewage plant to the Old Buttery.

(NB this was not reported during the meeting, but the Clerk had also asked BDC to clear the ditches that they own along both sides of the Village Green.)

687. To receive update on the new Parish Council Web Site

Clerk displayed a (very minimal) Village Website screen. This will be updated and opinions sought on what else should be on the site.

688. To receive update on actions relating to the Village Hall refurbishment project and consider further actions

The Clerk will complete an outline application with LAG, based on the existing business plan. A full application needs to be submitted by 23rd January 2017 in order to be considered for funding at the LAG meeting in March. The existing business plan therefore needs to be fleshed out. The following need to be done urgently in order to meet this deadline.

Obtain a written structural survey	Cllr Parker
Produce specification of works to be done	JWS/Clerk
Get 3 builders quotations for work	JWS/Clerk
Get confirmation from BDC that the exterior wall cladding and roof materials can be changed without the need for planning assent	Clerk
Get confirmation from BDC that they would, if necessary, permit a suitable business to rent out the hall	Clerk
Get support from our BDC Ward Member	Cllr Parker
Get evidence that the parishioners support this plan	Cllr Parker and others
Get evidence that various organisations would like to rent out the hall, and how much they would pay	JWS

689. Correspondence

CPRE asked for support for planning campaign	Resolved to support this campaign
BDC household hazardous waste amnesty 24/25 September in Dereham	Post on Parish notice board
NCC 'speak up' campaign	Post on Parish notice board

690. Next Meeting

The next meeting will take place at 6:30 pm on 10th January 2017 in St Peter's Church.

Meeting Closed at 7:45 pm