

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council
held on Thursday 18th April 2019 at 7.00pm in Cantley Village Hall.**

Present: Dot Machin (Chair)
Steve Bennett
Kevin Francis
Peter Key
Melanie Eversfield, The Clerk

Also present: 3 members of the public were in attendance

1. Public Forum

There was nothing raised under Public Forum.

2. Apologies

Apologies for absence were received from Norma Knight and Brenda Pawsey.

3. Declaration of Interest for items on the agenda

There were none.

4. Minutes of the meeting held on 21st March 2019

The minutes of the meeting were **agreed** as an accurate record and signed by the Chair.

5. Urgent Items to be raised through the Chair

None.

6. Matters Arising

a) Handyman / Grounds Maintenance

This item was deferred to the next meeting of the Parish Council. In the meantime the Clerk to make contact with the handyman detailed in the Community Emergency Plan.

Clerk

b) Closure of Church Road Crossing

Following the actions from the March 2019 meeting the Clerk is to chase the Highways Officer for an update.

Clerk

7. Highways and Transport

a) It was noted that the new bollards at Peregrine Close have been installed and the Council are thankful.

b) It was also noted that white lines have been reinstated at various locations throughout the Parish.

8. Finance

a) The End of Year Accounts to 31st March 2019 were received and **agreed**.

b) It was considered and **agreed** that the Parish Council met all the criteria to certify themselves exempt from external audit.

Clerk

c) The Annual Governance Statement for the financial year 2018/2019 was considered and **agreed**.

Clerk

d) The Annual Accounting Statement for the financial year 2018/2019 was considered and **agreed**.

Clerk

e) The report from the Clerk regarding the proposed revision to the 2019/2020 budget was considered. It was **agreed** to allocate £12,000 in reserves to the general maintenance to Cantley Village Hall and Limpenhoe Village Hall (£6,000 each) this would be on the proviso that both committees give a breakdown of how the money will be spent or allocated throughout the year. It was also **agreed** to increase the donation to Wherry Lines (FOCUS) to £200.00.

Clerk

f) The grant request from Limpenhoe Village Hall was considered and **agreed** as per 8e above. The Clerk to also seek clarification on the 25 year guarantee of the roof of the building from the committee.

Clerk

g) It was noted that the Clerk had submitted the VAT Return to HMRC for the sum of

£23.40.

- h)** The allocation of £200.00 budget to the residents that will be maintaining the Cantley Pond as a start-up grant was considered and **agreed**. **Clerk**
- i)** The following payments were considered and **agreed**:- **Clerk**
- | | | |
|------------------------|-----------------------------------|-----------|
| Mrs M Eversfield | Salary & Expenses April 2019 (SO) | £194.41 |
| HMRC | PAYE April 2019 | £44.40 |
| FOCUS | Annual Grant as per 8e above | £200.00 |
| Cantley Church | Annual Grass Cutting Grant | £400.00 |
| Cantley Village Hall | Annual Grass Cutting Grant | £685.00 |
| Limpenhoe Church | Annual Grass Cutting Grant | £400.00 |
| Limpenhoe Village Hall | Annual Grass Cutting Grant | £245.00 |
| Cantley Village Hall | Maintenance Grant as per 8e above | £6,000.00 |
| Limpenhoe Village Hall | Maintenance Grant as per 8e above | £6,000.00 |

9. Planning

- a)** 20190576 – Variation of Condition 2 of Planning Permission 20090624 – Revision to Internal Courtyard Elevation – Manor House, Manor Road, Cantley, NR13 3SE. **Clerk**
NO OBJECTION
- b)** Correspondence from Broadland District Council regarding planning enforcement at 19 Church Road, Cantley was received and noted.

10. Ongoing Matters

It was **agreed** that litter pick in the Parish will be placed on the agenda for the next meeting. **Clerk**

11. New Matters

There were none.

12. Items for the Next Months Agenda

Annual Parish Council Meeting.

13. Date of Next Meeting

The next meeting would be Thursday 16th May 2019, 7pm at Cantley Village Hall.

The meeting closed at 7.30pm.

CHAIR