

# SYDERSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting  
Held on Thursday 15 March 2018 in Amy Robsart Hall

**PRESENT:** Cllr R Thompson (Chairman)  
Cllr M Askew  
Cllr M Bateman  
Cllr M Beauchamp  
Cllr D Daly  
Cllr G Taylor  
Cllr D Niemann  
Cllr M Chenery (up to Item 11)  
The Clerk

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1. Apologies for Absence  
None.
2. Parishioner's Time  
None present.
3. Declarations of Interest  
None.
4. Minutes of the February Parish Council Meeting held on 15 February 2018  
Minutes of the above meeting had been circulated. **Resolved to approve the Minutes.**
5. On-Going Items:-
  - 5.1 Four Winds Junction  
Chairman referred to the response from NCC Highways in which they are sympathetic to resident's concerns, particularly over emerging onto a busy road. Highways will continue to monitor the situation and should funding become available then a study can be carried out to ascertain the best measures to implement.  
Cllr Chenery suggested that the Chairman could email Mr Mick Tupper at NCC to highlight our concerns.
  - 5.2 Adult Fitness Equipment  
Chairman emphasised that our Safety Inspectors require any Adult Fitness Equipment to be located 25 metres away from the children's play area.  
Considerable debate took place and concerns were raised by some Councillors as to how much this equipment would be used. Some enquiries have been made with other providers and this indicated that little use is being made and it was identified that Fakenham will be holding an activity day in May to try to encourage people to use the equipment.  
**Resolved Cllr Bateman and Cllr Niemann to make further enquiries with other providers to establish usage and to see if there are any other sites available in Syderstone to locate the equipment in order to keep the playing field primarily for children's use.**
6. 11 November 2018 Remembrance Village Day  
Nothing further to report.

7. Financial matters:-
  - 7.1 Chairman and Cllr Taylor signed the bank statements.
  - 7.2-5 "Financial Matters" attached. **Resolved to agree all balances and approve payments.**
  - 7.6 Draft Final Accounts 2017/18
    - 7.6.1 Receipts and Payments Spreadsheet for 2017/18  
Chairman took the meeting through the Spreadsheet for the last quarter of the financial year. **Resolved to approve the Spreadsheet.**
    - 7.6.2 Receipts and Payments Accounts as at 31 March 2018 (draft)  
Chairman took the meeting through these Accounts. **Resolved to approve subject to audit and bank reconciliation.**
    - 7.6.3 Payments over £100  
Received and noted at the meeting.
  - 7.7 Letter from E.ON re price increases from 9 April 2018  
Received letter at the meeting noting the 13% increase equivalent to an additional cost of approximately £58 per annum.
8. House Numbers  
Chairman explained that residents must display their house number, together with an optional house name if they wish in order for the emergency services to readily locate the property. If a property does not have a house number then just a house name may be displayed by prior agreement with the Borough Council in order to avoid duplication. **Resolved to put an article in the next Parish Newsletter.**
9. Registration with Information Commissioner's Office (ICO)  
Chairman reported that we need to register before May with the ICO as a data processing user and cost to register is £35.
10. Appointment of Data Protection Officer (DPO)  
Chairman explained that the new regulations require the appointment of a DPO. **Resolved to appoint Chairman as DPO and Clerk as the Data Controller.**
11. Cllr Chenery of Horsburgh report  
Cllr Chenery reported as follows:-
  - 11.1 NCC does not want the Police to merge with the Fire and Rescue Service.
  - 11.2 Information is available regarding future bus service changes at [www.norfolk.gov.uk/stagecoach](http://www.norfolk.gov.uk/stagecoach).
  - 11.3 Some roads have a significant number of pot holes and NCC Highways will be attending to these.
  - 11.4 Cllr Chenery continues his work with regard to mental health issues.
12. Late Correspondence  
None.
13. To receive items for next Agenda  
None.
14. Appointment of Clerk/RFO  
Chairman explained the recent recruitment process following the resignation of the current Clerk. **Resolved to appoint Mrs Karen Orgill with a commencement date of 1 May 2018. Mrs Orgill to be booked on a suitable training course and Syderstone Parish Council to buy a filing cabinet.**
15. Date of next meeting 19 April 2018 starting at 7.30 p.m. – Agreed  
There being no further business the Chairman closed the Meeting at 8.41pm

# SYDERSTONE PARISH COUNCIL

## Financial Matters Parish Council Meeting 15 March 2018

7.	Financial Matters		
7.1	Receive (and two Councillors to sign) the Bank statements		
7.2	Bank balance from February minutes		<b>9623.85</b>
	Add Newsletter cheques received		<b>100.00</b>
	Add Tracker Account interest paid 5 March 2018		<b>4.45</b>
		<b>TOTAL</b>	<b>9728.30</b>
7.3	Balance as at 1 March 2018		
	Community Account	1765.50	
	Tracker Account	8006.20	
	Less unpresented cheque:- 101440 (Paperklip Ltd)	(43.40)	
	Bank balances as at 5 March 2018		<b>9728.30</b>
7.4	Payments		
	E-On Street Lighting (DD payment Mar 2018)	34.80	
	101443 B.Lloyd (Mar salary)	222.00	
	101444 HMRC (Mar Paye)	3.00	
	101445 B. Lloyd (purchase of stamps)	13.44	
	101446 Borough Council of Kings Lynn & West Norfolk (dog bins)	196.42	
		<b>SUB TOTAL</b>	<b>(469.66)</b>
7.5	Bank balances carried forward	<b>TOTAL</b>	<b>9258.64</b>

Agendas and minutes are also available at:  
[www.syderstone.com/parish](http://www.syderstone.com/parish)