
Crimplesham Parish Council

Minutes of the meeting of Crimplesham Parish Council, Wednesday 19th July 2023, 6.45pm

Committee Members: Cllr Satur (Chair) Cllr Dodds (Vice-Chair) Cllr Carter, Cllr Ashman, Cllr Dowell

Those Present: Cllr Satur, Cllr Dodds, Cllr Carter, Cllr Ashman, Cllr Dowell, BCllr Devulapalli, M Hilton Clerk

Public: None

Apologies: BCllr Moriarty, CCllr Long

MINUTES

1. **Welcome and opening remarks:** Cllr Satur welcomed everyone to the meeting
2. **To consider and approve apologies for absence:** these were approved.
3. **To declare any conflicts and pecuniary interests on any items on this month's agenda:** none reported.
4. **Public Forum (fifteen minutes only):** No parishioners present
5. **To receive an update of the Action Log:**
 - Flashing sign on Main Road: This is due to be replaced
 - Repair to noticeboard: this has been completed, thanks to Cllrs Ashman and Dowell.
 - Repairs to village sign: the foliage has been removed, thanks to Cllrs Dodds, Satur, Ashman and Mrs Satur for this. The sign has been taken down to be repainted and new oak post has been purchased. A bricklayer will make repairs to the base in early August. Completion date hopefully mid-August. When repairs have been completed it was agreed to ask former Councillor Jim Lane to unveil the refurbished sign.
 - Village gates, these have been repainted: The Council will form a rota to keep these cleaned.
 - Repairs to playing field building: a meeting will be set up to discuss what repairs are required. Removing the garage door maybe an option as use as a teen shelter. A pile of old tyres either need removing or using as flower beds
 - Bench near the bus stop: one quote for repairs has been received, another handyman will also be asked to quote for the repairs.
6. **To hear reports from County/Borough Cllrs (if present):** BCllr Devulapalli said her committee appointments are: Corporate Performance Panel, Planning Panel, Environment and Community Panel. She said she has been allocated £1000 for her ward for small projects, but this cannot be used for Parish Councils or churches.
7. **Reports from individual Councillors, Council groups and Clerk**
 - i. Planning application: Planning Application Consultation 23/01019/LB. Repositioning of Kitchen in Flat 3 at Crimplesham Hall Downham Road Crimplesham King's Lynn PE33 9DU. Crimplesham PC agreed *to support this application*.
 - ii. To discuss the SAM2 camera: Cllr Ashman has contacted Kate Walker the Fincham Clerk, it was agreed to discuss in August with all parties about the movement of the Sam2 camera. Cllr Ashman's husband will help with the moving of the camera in Crimplesham. A discussion took place about meeting with the Police and using the SNAP meetings to discuss traffic calming measures and the use of the Sam2 camera.
 - iii. To discuss training for Councillors e.g., planning. A planning training session with Norfolk PTS is online in September, Clerk to send details over the Cllr Dodds.
8. **To review the Code of Conduct:** this was reviewed and approved

Clerk to the Council; Melanie Hilton Mobile; 07368 420237 Email; crimpleshamparishcouncilpc@gmail.com

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9. **To review the Standing Orders:** this was updated and approved
10. **To review the Communications and Engagement Policy:** a draft copy has been produced to be finalised at the September meeting
11. **To discuss a CIL application for a defibrillator and to discuss any other applications:** Cllr Dodds will approach Kingdom Hall to see if they would support installation of a defibrillator on their building. It was agreed for the Clerk to apply for a defibrillator and climbing frame grant from CIL
12. **To note Parish Partnership Scheme grant applications to be applied for by December 2023:** a discussion regarding a path into Downham Market was discussed. There would need to be engagement from the parishioners and they would need to set up a working party. BCllr. Devulapalli will forward any grant opportunities to the Clerk for this. She also said she would be happy to be involved in any working party that is formed.
13. **To consider and receive reports on Health and Safety issues.**

14. Finance matters

- i. To note and approve monthly expenditure. This was noted

Payments for June 2023 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton expenses	170.18	18.22	188.40	EP	June mileage, working from home allowance, new website domain, mileage records office
Melanie Hilton	261.73	0.00	261.73	EP	29 hours
HMRC	261.72	0.00	261.72	EP	Month 3
NPTS	44.00	0.00	44.00	EP	Induction for Councillors Course For Gina Ashman
Steve Jackman	135.00	0.00	135.00	EP	Website development for Crimplesham PC
TOTAL	872.63	18.22	890.85		

- ii. To note income and expenditure balances reconciled from the previous month. This was noted
- iii. To note the Quarterly Progress against Budget. This was noted
- iv. To note Barclays Bank account now closed. This was noted
- v. Purchase Good Councillor Guides for members at £3.50 each. It was agreed to purchase two copies and for the Councillors to share them.
- vi. To discuss the streetlight maintenance contract: two quotes were received and discussed. It was agreed to accept Cozens for the new streetlight maintenance contract.

15. **To propose agenda items for the next meeting.** Please let the Clerk know at least a week before the next meeting.

16. **To confirm the date and time for the next meeting of the Parish Council – 20th September 2023 at 6.45pm.**

17. **Close:** the meeting closed at 20.19pm

Signed by the Chair **Date**