

MINUTES OF A MEETING OF OULTON PARISH COUNCIL
held on Tuesday 1st July 2014

1. Present: Mr. P. Killingback, Mr. A. Nash, Mr. G. Peck, Ms. A. Shaw.
Apologies: Mr. S. Booker, Ms. N. Poole

2. Declarations of Interest: There were no declarations of interest

3. Minutes: Minutes of the Annual General Meeting held on 20th May were approved and signed.

4. Matters Arising: (i) Potholes in Hall Road: There had been some progress in that the potholes had been filled. The PC will be monitoring the situation very carefully as historically the “repairs” do not last long.

(ii) Allotment Grazing: The cheque for the rent had been returned to drawer. The Clerk would write to Sadie Harrold, seeking clarification and requesting a replacement cheque.

(iii) Website: Due to work pressures on both Mr. Booker and Ms. Poole, the sharing of the website duties had not been completed.

(iv) Box Day: This had been successful. There had been a total spend of £537 (of which £180 had been raised beforehand) and approximately £183 would be returned to the Box Day Fund.

(v) Additional Notice Board: This is in the hands of one of the Church Wardens and will be discussed at a later date.

5. Planning Applications: There were no planning applications to hand.

Oulton AD: The Parish Council were pleased that many of the points raised were studied by the Inspector and the appeal had been dismissed. The link to the planning appeal can be seen at <http://www.pcs.planningportal.gov.uk/pcsportal/viewcase.asp?caseid=2212257&coid=98721>

Aylsham AD: The application is going to BDC Planning Committee and Aylsham Town Council had opposed the application. The Parish Council is concerned that Oulton will be a feeder village and no section 106 to protect any part of Oulton has been proposed. The Parish Council suggests that people living in the village should write to the Planning Department of BDC pointing out the lack of a section 106. The application number is 20140630.

6. Financial Matters: One cheque was signed for £174.76 to Norse Eastern for mowing the playground.

The accounts had been approved by the Internal Auditor and had now been sent to Mazars. The Internal Auditor raised several points.

(i) No VAT had been claimed for Clerk's expenses. This would be claimed on next year's claim form.

- (ii) The Parish Council needs to prove that no PAYE/NIC is payable by the Clerk. The Clerk presented her P60 End of Year Certificate as proof.
- (iii) No documentation seen regarding receipt of £25.00 for Marquee hire. This was for the Gardens' Open Day on the 7th July for the hire of tables and chairs.
- (iv) No details of income were included in the minutes. This will be rectified at the December meeting when discussing the precept and will include income from the allotment/field and bottle bank credits.
- (v) The 05/09/13 minutes are printed on 'DRAFT' paper. This has now been rectified and they will need signing.

7. Any Other Business: (i) Highways Rangers: The Clerk had already responded but further additions to the list were necessary. The exit from the Heydon Road opposite Eagle Lodges was bad and growth needed trimming; some of the signage was dirty and in need of cleaning; there were potholes opposite Marl pits Cottage and furthermore the poplars growing in the verge at Marl pits were damaging the carriageway.

(ii) The blue trailer dumped in Oulton Street had been yet been removed but the 21 days notice for an abandoned vehicle had not yet passed.

(iii) Bottle Bank: An enquiry from Indigo for the management of some aspects of the bottle bank was discussed. It does appear there may be a financial benefit to the PC to administer some of the work with the assistance of Indigo. This needs to be investigated and it was agreed that the Clerk would make further enquiries. This would be discussed at the next meeting.

(iv) Parish Newsletter: An approach by the Treasurer of the Group of Seven Churches was briefly discussed. It was agreed that the PC members would study the details and a fuller discussion would take place at the next meeting.

9. Date of the next Meeting: This will be held on Tuesday 12th August.