

**Minutes of the Meeting of Kenninghall Parish Council  
held on 4<sup>th</sup> June 2013 at the Memorial Hall Kenninghall**

**Present:**

Mr S Gordon (Chairman)  
Mr M Halmshaw  
Mr N Groves  
Mr D Last  
Mrs E Dennis

Mr D Brown  
Mr N Styles

In attendance Mr M Sharland, Mr P Kay and Mr B Taylor - Village Hall Committee + 1 member of the public

1. **Apologies:**

Mr S Mitchell, Mrs C Scott-Barber Mr E Wood and Mrs M John

2. **Minutes of last meeting:**

Minutes of the Meeting of the 7<sup>th</sup> May 2013 having been previously circulated were approved and signed by the Chairman.

3. **Matters arising:**

**a) Roads:**

Mr Gordon said that he had not heard in respect of the warning lights grant bid. There are numerous potholes which Mr Gordon said he would report to NCC Highways.

**b) Village Hall Sites:**

i) **Flagship:**

The Clerk reported that he had still not received any Contract papers although Steeles had been instructed by Breckland Council in respect of the release of covenants.

ii) **Breckland verge:**

The Clerk reported that he had received confirmation that Breckland Council would include any Right, Title and Interest in the Restricted By-way that they might have. He now awaited a draft Transfer.

iii) **Section 106 Agreement:**

The Clerk reported that Bennett Homes were claiming back the payment in respect of the Section 106 Agreement saying that the Parish Council have not complied with the requirements to build a play area within that time. It was agreed that the Clerk would look at the Council's records to see when Breckland had agreed that the purchase of the meadow for the Village Hall would comply with the condition.

- iv) Mr Newbury is now agreeing the specification for the Village Hall with the Village Hall Committee and is keen still to move on with the contract.

4) **Information Commissioner's Office**

The letter from the Information Commissioner was discussed and it was agreed that nothing further needed to be done.

5. **Kenninghall Wood:**

Mr Groves said that Kenninghall Lands Trust (KLT) both uses and maintains Kenninghall Wood without any agreement with the Parish Council. He did not think that a formal agreement was necessary. However if the KLT wished to use the Wood in anyway it should confirm with the Parish Council's wood sub-committee and agree any expenses that were likely to fall to the Parish Council. The wood sub-committee would in turn advise the main committee at the next Parish Council meeting. It was agreed that Kenninghall Lands Trust would be liable under its own insurance for its own events. This led on to a discussion of the repair of the bridge on Red Lion Lane. It is Norfolk County Council's responsibility and consent would be required from them for works to be done on the Bridge. Mr Styles agreed to take on responsibility to mow the footpaths in the Wood. He had found a base temporarily to store the mower.

6. **Planning matters:**

The Clerk reported that Mrs Ann Copeman had been given consent at 3 The Old Crown, Market Place for White PVCU lean to/garden room to the rear elevation.

Mr and Mrs Perrin had been given permission at 5 Crown Courtyard for single storey extension of associated alterations.

Mr Blair has been give permission at Mill House, Mill Lane for internal alterations and single storey extension.

7. **Financial matters:**

- a) It was noted that the Council tax had increased for Parishioners because of the payment of the Parish Grant. This could be reflected in next year's precept application.

- b) Aon insurance

It was agreed that the Clerk would bring the policy to the next meeting to discuss it further.

- c) The Clerk's fee of £375 including PAYE is due and it as proposed by Mrs Dennis and seconded by Mr Last and carried unanimously that this be paid.

- d) After discussion, it was proposed by Mr Styles and seconded by Mr Groves that the accounts to the 31<sup>st</sup> March 2013 be approved.

- e) After discussion, it was proposed by Mr Styles and seconded by Mr Groves that the Annual Statement of Governance be approved and signed by the Chairman and Clerk.
- f) It was agreed in principle to appoint a Financial Officer and to put this on the next Agenda for further discussion.

**8. Correspondence:**

There was none to report.

**9. Any Other Business:**

**a) Burglaries**

In view of the burglaries in the Village, it was suggested that the Community Police Officer be asked to attend the next meeting.

- b)** The next meeting will be 2<sup>nd</sup> July 2013 at 7:30 pm at the Memorial Hall.