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**Minutes of the West Acre Parish Council Meeting**

**held at 6:00pm on 21st of November 2022 at West Acre Village Hall**

**Present**

**Parish Councillors:**

Cllr Eoghan Sheils (Chair),

Cllr Ralph Sliwa,

Cllr Jeremy Cameron

Cllr Lucy Birkbeck

Cllr J Moriarty Norfolk County & KL&WN Borough Councils

Clerk David Williams

Item 1 **Apologies for absence**

* There were apologies from Cllr Earnest Heatley and Cllr Peter Wilson.

Item 2 **Declarations of interest (under the West Norfolk Borough Council Code of Conduct) and any requests for dispensation**

* There were none

Item 3 **To confirm that the public will be invited to comment on any agenda items at the discretion of the Chairman. All comments regarding matters under discussion must be addressed to the Chairman and must be made politely, be as brief as possible and finish when requested by the Chairman.**

* The Chair informed the meeting that the Parish Council will listen to residents, and they can speak during the meeting.
* There were two residents present.

Item 5 **Approval of the minutes of the Council meeting**

* The minutes, for the previous meeting held on the 26th of September 2022 were presented and approved as true record.

**Proposed Cllr Heatley and Seconded Cllr L Birkbeck all agreed.**

Item 6 **Actions arising from the above meeting not covered in this agenda.**

* The Chair requested the Clerk contact Terry Howlet (988) asking how the SAM2 is working.

Item 7 **To receive an update from Borough / County Council matters (Cllr J Moriarty)**

The Chair requested Clerk email out Councillor Moriarty so that his reports can be emailed out to Councillors.

Council infrastructure levy (CiL) funding is again this year. Feed it this into plans for the nest year dates 1st of January 2022 to 23rd of January 2023.

Cllr Moriarty introduced the **Councillor Community Grant Scheme from the Kings Lynn & West Norfolk Borough Council.**

**How much can you apply for?**

Grants applications can range from £50 to £1,000.

**Who is eligible**

Local constituted groups or organisations whose primary purpose is to benefit the residents of their community.

**Who is not eligible**

Other local authorities/public sector bodies/parish councils

Individuals not part of a community group

Profit-based businesses

Political and lobbying groups

Nationwide organisations

What we will fund

Applications should focus on projects, initiatives or events that deliver a clear and demonstrative benefit to the people of west Norfolk.

**Appropriate projects could include, but are not limited to:**

replacement equipment or improvements to community centres/halls

a community newsletter

contribution towards a specific event (lunch club, celebrations of national events such as the Platinum Jubilee, community picnics, refreshments after community events etc)

improvements to community facilities (for example accessibility improvements)

purchase of equipment for community use

one-off hire costs

one-off repairs

major repairs such as repairing a section of roof or major boiler repairs (but not routine servicing) to community buildings.

contributions towards initiatives with a specific purpose of improving the health, social mobility, social isolation and wellbeing of members of the community.

**What we will not fund**

The Councillor Community Grant Scheme cannot be used for:

retrospective funding for work/projects already commenced.

statutory activities that are either the council or another public sector organisation responsibility

building or repairs costs which are the responsibility of another organisation or landlord.

recurring revenue costs (salaries, rent, maintenance)

projects that benefit private businesses

political activities, lobbying or campaigning.

projects that, in the assessment of the borough council show actual unlawful discrimination within the terms of the Equality Act 2010

**Conditions of grant offer**

The following standard conditions will be attached to each grant offer. The organisation or group will:

only spend the grant on the project/initiative/event listed in their application and must do so within 12 months of the award date or they will return the funding,

return a proportionate amount of the grant if the costs are less than expected or they receive additional funding towards the project/initiative/event,

understand that the funding is non-transferrable and must be spent on the project/initiative/event listed in the application,

comply with all relevant regulations, objectives, and delivery of its core activities,

agree to have regard to the need to safeguard and promote the welfare of children, young people, and vulnerable adults,

consult with the ward member before making significant changes to the project/initiative/event work covered by the grant,

comply with any planning or legal requirements applicable to the project,

acknowledge the council’s support in any press, publicity, or promotion of the project (consulting our communications team beforehand),

acknowledge the council accepts no responsibility or liability for this project/initiative/event or the facilities it provides now or in the future.

Apply for the Councillor Community Grant Scheme

**County Council update:**

**Household support fund**

The Clerk to email links to webinars from the NALC website.

Information on avian flu on the County Council website.

Councillor Moriarty informed the meeting he was sending a leaflet to all households in the next couple of months to update all relevant contact numbers and help that is available to residents.

Item 8 **Finance –** To approve payments as per schedule presented**.**

**Payments for 29/10/2022 2022 to 20/11/2022**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Payee | Description | Transaction | Net £ | VAT £ | Gross £ | Receipt £ |
| 08/11/2022 | British Legion | Wreath purchase | BACS | 0 | 0 | 20.00 | 0 |
| 08/11/2022 | PKF Littlejohn | AGAR letter | BACS | 0 | 0 | 48.00 | 0 |
| 08/11/2022 | Clerks | October Wage | Bacs | 0 | 0 | 131.00 | 0 |
| Total payments for 29th of October to the 20th of November 2022 | | | | **0** | **0** | **199.00** | **0** |

**Proposes Councillor Sliwa Seconded Councillor Birkbeck all agreed**

* Councillor Heatley to sign bank mandate form and becoming signatory.
* Parish Council to request ideas for application to the CiL
* The budget to be discussed and precept to be prepared.

Item 9 **Planning Matters to receive any update or clarification regarding current planning applications in the village.**

* Councillor L Birkbeck left the meeting.
* The Chair requested an update from Mr A Birkbeck reapplications for ford cottage and the Stag public house. Susie Pilmot comments had been circulated. Cllr Cameron was concerned about the noise levels from the Stag Public House. The Chair has asked Jade for an extension so that comments. Proposed by Councillor Heatley seconded by Councillor Sliwa all agreed. Councillor Heatley would send response to the Planning Department. The current car park is as is and there will be an overflow car park to the east. Both the Pub and Ford Cottage will have small breakfast area in both which will be unmanned. The Chair thanked Mr A Birkbeck for the update and his positive response as he had not yet seen a request to update questions being asked.

Item 10 **Discuss arranging follow up to the river discussion panel.**

* The Chair stated the Parish Council should follow up on the very good panel meeting. Physical meeting at the brewery. Would be better have a walk with Charles that included a visit to the brewery. All Councillors agreed to a meeting Proposed by Cllr Sheils and Seconded by Cllr Sliwa

Item 11. **To invite requests from the public to propose items for the next Parish Council meeting. [These may be addressed to any Parish Councillor or the Clerk at any time before the agenda of the next meeting is published].**

* Anglia water will be do some work opposite the Theatre and this should be noted this will last for 3 months.

Item 12 **Date and Time of the next meeting.**

* The next meeting will be **Monday 23rd January 2023** at 6pm in West Acre Village Hall.

The Chair thanked everyone for attending. The meeting closed 7:35 pm