

# *Kimberley and Carleton Forehoe Parish Council*

## **MINUTES OF A PARISH COUNCIL MEETING HELD AT ST MARY'S CHURCH, CARLETON FOREHOE ON FRIDAY 18 MAY 2012 AT 7PM**

**The following members were present:- Colin House, Joy Smiley, Val Evans and Jane Fraser. The Clerk and 3 members of the public were also in attendance.**

### **1. ELECTION OF CHAIRMAN**

Colin House was elected as Chairman for the ensuing year, proposed by Jane Fraser, seconded by Val Evans, all in favour.

### **Public Comments:**

A member of the public asked whether there had been any progress with speed monitoring in Kimberley. The Clerk confirmed that the speed camera van had found a suitable site and would be deployed there. It was suggested that speed camera signs could be an additional deterrent. It was highlighted that vehicles turning left onto the track at Kimberley were at risk of drivers shunting them, due to an assumption that they were turning onto Wymondham Road. It was suggested that a concealed entrance sign, or a double left turn sign, could be put up. A bid could be put together ready for funding for alternate coloured asphalt or painted speed limit signs. A member of the public asked whether there was any update on the drainage on the track. It was confirmed that this had not been progressed. The member of the public highlighted that in the recent rain storms there had been run-off from the B1145 and surface water on the track.

### **Action**

### **2. APOLOGIES FOR ABSENCE**

Apologies were received from District Councillor Michael Edney.

### **3. DECLARATION OF INTERESTS**

Joy Smiley declared a personal interest as a resident of Kimberley affected by flooding on The Green track.

Val Evans declared a personal interest as a trustee of the Carleton Forehoe Fen.

### **4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held 30 March 2012 were agreed as a correct record and signed.

### **5. ELECTION OF OFFICERS**

#### **5.1 Vice Chairman**

Joy Smiley was elected as Vice Chairman for the ensuing year, proposed by Jane Fraser, seconded by Val Evans, all in favour.

#### **5.2 Responsible Financial Officer**

Diana Hambro was elected as Responsible Financial Officer for the ensuing year, proposed by Jane Fraser, seconded by Val Evans, all in favour.

### **6. CORRESPONDENCE**

The Council received and noted the correspondence.

### **7. FINANCE**

7.1 The 2012/13 financial transactions to date were noted.

7.2 The cheque payments were approved as presented:

7.2.1	C Moore	Print Cartridge	£29.05
7.2.2	Norfolk ALC	Subscription	£78.59
7.2.3	Kimberley Churchyard	Maintenance	£150.00
7.2.4	Carleton Forehoe Churchyard	Maintenance	£150.00
7.2.5	HMRC	PAYE	£50.00
7.2.6	Harry Stebbings Workshop	Notice Board	£1,375.20
7.2.7	Janice Plunkett	Internal Audit	£28.00
<b>TOTAL</b>			<b>£1,860.84</b>

## 8. AUDIT

### 8.1 Internal Audit Report

The internal audit report for 2011/12 was noted.

### 8.2 2011/12 Annual Return

The 2011/12 Annual Return was approved, proposed by Colin House, seconded by Joy Smiley, all in favour. The Chairman, Clerk and Responsible Financial Officer signed the relevant parts of the Return.

## 9. PLANNING

9.1 To note planning application considered between meetings:

2012/0649	<b>Gelham Lodge, Barnham Broom Road, Carleton Forehoe</b> Removal of exterior rear door, block up opening, render and paint to match house. Removal of internal breeze block wall between kitchen and inner lobby. <b>Comments sent:</b> The Parish Council is happy to support this application.
-----------	--

## 10. KIMBERLEY GREEN DRAINAGE

The Clerk was requested to follow up this enquiry with the District Councillor, County Councillor and Highways Engineer.

**Clerk**

## 11. CARLETON FOREHOE FEN INSURANCE

The Clerk briefed that there was potential for the Parish Council to cover the insurance on the Fen. The Parish Council would need to take out a lease on the land, appointing the Fenland Trustees to manage the land. The Parish Council would then inform the insurance company of the location of the land and would cover the necessary public liability insurance. The Clerk agreed to email details of this proposal to Val Evans, who would consider this with the Trustees.

**Clerk  
VE**

## 12. STATEMENT OF TRAINING INTENT

The Clerk presented the Statement of Training Intent which was a requirement for the Quality Status. This document was approved, proposed by Colin House, seconded by Jane Fraser, all in favour.

## 13. DATE AND TIME OF NEXT MEETING

Friday 27 July 2012 7pm at Carleton Forehoe Church.

The meeting closed at 7.30pm.

**Signed**

**Dated**