**Woodbastwick Parish Council**

Incorporating Ranworth and Panxworth

Minutes of the Annual Parish Council meeting on Wednesday 13th May 2015

**Councillors in attendance**

Sue Hitchcock (Chair)

Kit Cator (Vice Chair)

Zoe Abbitt

Vivienne Adshead

Eileen Oliver (Clerk)

In addition 6 residents attended plus Councillor Frank O’Neill, newly elected Broadland District Council member.

1. **Apologies**

Stuart Goodall

1. **Election of Chair and Vice Chair and formal co-option of Councillors for**

Chair - Sue Hitchcock was proposed by Zoe Abbitt, seconded by Vivienne Adshead.

Vice Chair – Kit Cator was nominated by Sue Hitchcock.

Co-option of additional Councillors – the following people were nominated:

Andrew Lee – nominated by Sue Hitchcock.

Angela Mobbs – nominated by Vivienne Adshead.

Sally Nicholls – nominated by Sue Hitchcock.

It was agreed that SH and KC should talk to the three nominees.

1. **Declarations of interest.**

None.

1. **Minutes of the meeting of 8th April 2015.**

Agreed without changes.

1. **Matters Arising.**
2. Panxworth speed restrictions – this matter was discussed at the Annual Parish meeting and is reported in full under item 7.
3. Criteria for weight restrictions – no response, clerk to chase.
4. Insurance policy – two quotations have been received. It was agreed that we should proceed with a three year agreement with Zurich.
5. **Adjournment for public participation, District, County Council and Police reports.**

There was no further public participation as all issues had been raised during the Annual Parish meeting. No further District or County Council reports.

Report from PCSO Bob Hall – two recorded crimes occurred in the Parish during April, one burglary and one theft from a motor vehicle.

1. **Highways matters.**
2. Panxworth speed restrictions – this matter was discussed as follows at the Annual Parish meeting:

 The 30mph limit is now in place on the South Walsham Road and the flashing sign has been relocated to Salhouse Road, however Salhouse Road residents reported that the sign is in the wrong place and is not working. SH to follow up with the Safer Neighbourhood team and NCC Highways.

1. Community Speed Watch scheme – this is still being handled by Karen Sahlsberg. SH will email her for an update.
2. The condition of the B1140 at Shearwater Bends – this matter was discussed at the Annual Parish meeting as follows:

NCC Highways are still unable to provide a date for when the work will be carried out. White paint has been used to identify the potholes and a warning sign has been provided.

1. Fencing issues, School Hill, Ranworth – no response from NCC Highways, clerk to chase.
2. **Environmental matters.**
3. Collection of boat waste from Ranworth Staithe – it was agreed that the new system is working well and that this item can now be removed from the agenda. There is now an issue with dog mess at the Staithe. SH has emailed the Broads Authority and they are going to check the signage. ZA is going to make a site visit and report back to the Parish Council and to Andy Ellson.
4. Application to change the definitive map – the Inspector’s report has not yet received.
5. The Panxworth to Pedham footpath – SH will email Karen Sahlsberg for an update. A resident reported that Mike Dennison has a map that clearly shows the path through Wolseys Farm. SA will speak to Mike, VA offered to progress this issue.
6. **Planning matters.**

The Council has responded to BDC re the planning application for a cart lodge at School Hill Ranworth. SH reported that the original plans for the School Hill application were outdated and inaccurate. Frank O’Neill agreed to raise this within BDC.

1. **Correspondence**

The only correspondence received by the clerk was election related. SH has received a letter from the Broadside Benefice advising that there will be a service of Thanksgiving in Panxworth churchyard on Saturday 13th of June in recognition of the restoration work carried out on the church tower. The new War Memorial plaque will be dedicated as part of the service.

1. **Finance report**

Two additional payments were agreed and the report will be updated to reflect this.

1. **2014 – 2015 Accounts and Annual Return**

The accounts were agreed and the Annual Return will be completed shortly.

1. **Future meeting dates.**

It was agreed that the Council will now meet on the first Wednesday of the month (except for the July 2015 meeting) and that the remaining dates for 2015 will be as follows.

3rd June at Ranworth village hall.

8th July at Woodbastwick village hall.

2nd September at Ranworth village hall.

7th October at Woodbastwick village hall.

4th November at Woodbastwick village hall.

The Council will not meet in August or December.

1. **Any other business**
2. SH advised the Council that there is a training course on Understanding Council Finances in September at a cost of £35. The clerk advised that there is a Word Press training course available at a cost of £40. It was agreed that these should be attended.
3. The clerk asked if there should be a litter bin provided at Ranworth Staithe for use by non-boat based villagers. ZA will survey current provision.

There being no further business, the meeting concluded at 2115.

Signed: ………………………………………………. Date:…………………………..

Chair of the Parish Council