



Barsham Parish Council

Parish Council Meeting Minutes

Monday 15th July 2019 at 7.30pm, Barsham & Houghton Village Hall

In Attendance

Cllr Ross, Cllr Howlett, Cllr Fletcher, Cllr Goodley, Cllr Chapman, Cllr Fitzpatrick, Cllr Strong, Parish Clerk, there were no members of the public.

1 Welcome by the Chairman

Cllr Ross welcomed all those present.

2 Apologies

Cllr Laws, Cllr Fitzpatrick, Cllr Strong. Apologies accepted.

3 Declarations of interest

There were none.

4 Meeting adjourned to hear from Councillors and members of the public present

There were none.

5 Minutes of meeting from 20th May were approved and signed by the Chairman

6 Matters Arising

There were none.

7 Shrine Traffic Update

It was agreed that at the last Shrine pilgrimage there were more people managing the traffic which was a definite improvement.

Cllr Goodley felt that the stewards on site could have been on site earlier and have stayed longer than they did, which would improve the situation even further. It was suggested that the stewards be on site from 8am until 2pm.

The general feedback was that overall it was better. Proper signage was in place which helped. The exiting traffic seemed to move as well as those entering. It is thought that as long as the traffic does not face each other the issues would be reduced. Police were also helping traffic flow at the Cherry Tree junction. The whole model seemed to work, which is the main thing.

It was believed that approximately 18-20k people were visiting, and if this was the case then it appeared to be managed well, based on those numbers.

The stakeholder meeting, prior to the pilgrimage, was productive and it was noted that these results were largely due to the continued efforts of the Barsham Parish Councillors.

8 Defibrillator Update

No update as Cllr Laws was not in attendance.

9 Review and adopt Standing Orders and Policies

The following Standing Orders and Policies were approved and adopted:- Standing Orders, Code of Conduct, Financial Regulations, FOI Policy, Lone Workers Policy, H&S Policy, GDPR Policy, Privacy Statement, Terms of Reference, Complaints Policy, Equality & Diversity Policy. These will be published on our website.

It was agreed that the Risk Management Policy would be further reviewed and adopted at a future meeting.

10 Planning Matters

10.1 There were none

10.2 There were none

11 Financial Matters

11.1 Current bank balance & reconciliation as at 24.06.19
Bank - Comm Acc. £1487.74. Playing Field Acc. £438.15. Bus. Acc. £4087.91.
Cashbook - £1487.74. Playing Field Acc. £438.15. Bus. Acc. £4087.91.

11.2 Clerk read out the list of invoices to be paid (see below). Invoices were AGREED.

Payment to	Description	Amount
J Bond	Expenses	5.87
J Bond	Salary	267.94
Hempton PC	Stationery & Clerk Mobile	12.80
Norse	Grass cutting	279.11
Village Hall	Hall Hire	200
	Total	£765.72
Receipts from	Description	Amount
	Total	£0

12 Correspondence

The correspondence was circulated, the list included; Clerks & Councils Direct Magazine, Letter from Barsham PCC re memorial Bench, Red phone kiosk maintenance supplies, Residents email regarding B1105, Invitation to NCC parish partnership funding, Research for potential NWT pond project, Sport England Playing Field

13 Councillor Training & Co-option

Clerk to organise dates with NPTS during September and October for a shared councillor training session between Barsham, Hempton, Raynham, Sculthorpe & Pudding Norton PCs.

14 AOB & Items for inclusion at next meeting

Cllrs Howlett & Goodley will attend the Police Commissioners Q&A session in Fakenham on Monday 22nd July.
 Clerk circulated details of new notice boards for consideration.
 Clerk to obtain some comparison quotations for the playing field grass cutting.

15 Date of next meeting

16th Sept, 18th Nov 2019, 20th Jan, 16th Mar 2020

Chairman closed the meeting at 8.32pm

Signed by Chairman: Date: