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## Crimplesham Parish Council

### Minutes of the meeting of Crimplesham Parish Council, Thursday 19<sup>th</sup> September 2024, 18.45pm

**Committee Members:** Cllr Satur (Chair) Cllr Dodds (Vice-Chair) Cllr Ashman, Cllr Dowell

**Those Present:** Cllr Satur, Cllr Dodds, Cllr Dowell, Cllr Ashman, M Hilton Clerk

**Public:** none

**Apologies:** No apologies from BCllr's or CCllr

#### MINUTES

1. **Welcome & opening remarks.** The chair welcomed everyone to the meeting. The Chair has recently been and visited Jeffrey Carter. Due to ill health Jeffery has retired from the Council. The Council wished to thank him for his many years of hard work on the Council.
2. **To consider and approve apologies for absence:** none received
3. **To declare any conflicts and pecuniary interests on any items on this month's agenda:** none received.
4. **To approve the minutes from the last meeting:** these were approved and signed by the Chair.
5. **Public Forum (fifteen minutes only):** no members of the public present
6. **To receive an update of the Action Log:**
  - For a mural to be painted on the walls on the playing field building, the walls would need to be skimmed. It was agreed not to do this at this time.
  - The bench at the playing field is looking very tired. Cllr Satur will ask for a quote from OLP play specialists when he meets them next week.
7. **To discuss any general correspondence:**
  - The CIL application for a new swing set, tangle net and adult goal post has been approved. Cllr Satur will meet OLP playgrounds next week for an onsite meeting. If any other Cllrs are around, they will be most welcome to join the meeting. Placement of the new equipment needs to be finalised. Cllr Dodds will complete some research into goal posts and relay back to the Council.
  - Downham Town Football Club have shown an interest in using the playing field for children's football practice. They were invited to the meeting but did not attend. Cllr Satur will email them to find out more details. The Clerk has done some research on this matter and local playing fields charge £45 per game with the football club paying for lining of the pitch.
8. **To discuss the Casual Vacancy:** Cllr Satur has had two Parishioners approach him who are interested in becoming Cllrs. The Clerk has sent paperwork to one candidate but as yet has not received a reply. The Council currently has three vacancies.
9. **To note the Risk Management policy:** this was approved.
10. **Reports from individual Councillors, Council groups and Clerk**
  - i. **To discuss Biodiversity within the village:** Cllr Ashman will look at the Woodland Trust packs of free trees and let the Clerk know which is most suitable to order. Two cherry trees will be ordered for the village sign area and more bulbs will be planted here too. The tyres at the playing field will be planted by Cllr Dowell next week.

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### 11. To consider and receive reports on Health and Safety issues:

- Cllr Ashman asked for a bungy to hold the bin bag in the litter bin. This was agreed and she will purchase this.

### 12. Finance matters

- i. To note and approve monthly expenditure. This was noted.

#### Payments for August 2024 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment / direct debit	Supplier/Service
Melanie Hilton expenses	10.00	0.00	10.00	EP	working from home allowance
Melanie Hilton	335.30	0.00	335.30	EP	22 Hours
HMRC	83.80	0.00	83.80	EP	Month 5
Methodist Church	14.00	0.00	14.00	EP	Room hire 18th July 2024
PKF Littlejohn	210.00	42.00	252.00	EP	External Audit 2023/24
SSE	69.44	6.83	76.27	DD	Street light energy
Cozens	75.00	15.00	90.00	SO	Street Light Maintenance
<b>TOTAL</b>	<b>797.54</b>	<b>63.83</b>	<b>861.37</b>		

- ii. To note income and expenditure balances reconciled from the previous month: this was noted.

### 13. To propose agenda items for the next meeting.

Please let the Clerk know at least a week before the next meeting.

- Cllr Ashman asked for the SAM2 camera to be added to the agenda

### 14. To confirm the date and time for the next meeting of the Parish Council – 21<sup>st</sup> November 2024 at 6.45pm.

### 15. Close: the meeting closed at 19.29pm

Signed by the Chair ..... Date .....