

**Foul登 Parish Council**  
**Monday 14th September 2020**

**Parish Council Clerk report**

1. Relating to agenda point 3 – I have received from Cllr West a request for dispensation to allow him to discuss and vote on any matters in this meeting regarding the White Hart Inn. He has declared a new interest (I have received a copy of his updated disclosure forms) as he is a Director and member of the management committee of The White Hart Inn Community Benefit Society Ltd. As proper officer I have awarded dispensation (s13 e), in line with Foul登 Parish Council's adopted standing orders under section 13 h. ii. granting the dispensation is in the interests of persons living in the Council's area.
2. Relating to agenda point 10c – grass verge cutting. Cllr R Pye requested this be added to the grounds maintenance contract. I have contacted Breckland to try to establish whether they are responsible for cutting all or just a 1m strip (which I was told they have done in the past) Brecklands response was "The grounds maintenance contract is for the strip of grass prior to the entrance to the play area" Also I asked for the frequency of grass cutting on two occasions and have not had a reply to this question. The ditch however is not done. The grounds maintenance contract ends this year, which is currently for litter picking, grass mown, obstacles strimmed and pathways blown of debris for RG and VH fortnightly March – October. Also 3 glyphosate treatments a year to VH and RG.
3. Relating to agenda point 10d – annual delivery of woodchip. Following on from the decision for woodchip, should this be a regular task and if so, could an amount be set in the budget? Also please be aware the balance for the recreation ground currently stands at £786 and has no income.
4. Relating to agenda point 12 – wellbeing initiative. I have received a response back from the wellbeing initiative. The initiative was starts from the premise that parish councils' duty is to look after their residents and the place in which they live. So, it aims to give the information and help to parish councils to do just that. They have offered the following:- 1) to attend the parish councils next zoom meeting and explain in person and answer any questions 2) set up a special zoom meeting for anyone to attend (up to 100 persons)
5. Relating to agenda point 13 – The SAM2 grant has been awarded and Cllr West has kindly got the ball rolling again with this initiative. The memorandum of understanding needs to be approved and signed before any funds will be released.
6. Relating to agenda point 16 – Remembrance wreath. Just as a reminder from last year, this is laid at 11 o'clock on the 11<sup>th</sup> day of the 11<sup>th</sup> month. It follows a reading of 'They shall not grow old' and the names of all the men from Foul登 who laid down their lives in the great war and the second world war.
7. Register of Asset of Community Value  
Website accessibility policy  
Website accessibility action plan – website accessibility has come to the forefront as the deadline is 23<sup>rd</sup> September 2020, however due to the age of Foul登 Parish Councils site the legal requirements should have been meet prior to going live approx. 18 months ago. I have started a basic audit on the site and several issues have already come to light. I would advise a review no later than 12 months  
Decision policy (as agreed at the last meeting)  
Financial regs. – these have not changed; I would suggest a review date of 12 months or when they change  
Financial risk (mentioned at last meeting and arose from AGAR)  
Data schedule unfortunately not presented. However, training policy and file retention have been put forward for approval.
8. Relating to agenda point 19c – Additional payments for approval requested Grounds Maintenance of £72 from Parish Council account and £90 for liability insurance from recreation ground account.
9. Relating to agenda point 19d – Reserves. In the AGAR for 2019/2020 these stood at £19459 which was well over twice the precept of 2019/2020 (£9065). However, looking at the possible 2020/2021 reserves if you add the £10000 grant and allow the precept for this financial year (£8400) it will take almost double again. I have had a written response back from Wescotec and the only outstanding invoice they had was a recent maintenance one. It is advised that parishes allow 25% of the precept as their reserve, however with the hall run as a business and the size of the parish this would not be practical

10. Relating to agenda point 18e – VAT for 2019/2020. The internal auditor picked up on an additional £87.37 of VAT, however many of these relate to the village hall and it is not clear whom they are addressed to. The village hall is run as a business, it is not VAT registered or a charity. Do the council wish for these to be claimed for?

11. Other items since last meeting

- a. Freedom of information request received and replied to, in reference to the correspondence mentioned at the last meeting regarding the asset of community value application.
- b. Letter received from parishioner regarding scrubland and ragwort at the end of Tallons End. I contacted the owner of the common who went to site and confirmed the common only runs to the far side of the ditch up to the foot bridge then runs to the nearside. It would appear the scrubland belongs to the parishioner. The parishioner verbally mentioned the ditch fronting the pump station, I contacted Anglian water who have now cleared this. The ditches were also mentioned regarding Becketts End. Then lastly the sewerage drains. I contacted Cllr Cooper to see if there was a procedure in place for reporting or getting a faster call out but did not receive a response on this occasion. I had contacted him previously as to my knowledge since the last meeting the pump has failed once and there has been a further 2 blockages.
- c. I was contacted by a worker from Lynn news who was interested in the acv for the White Hart Inn. She was directed to the community group and an article was published on 15<sup>th</sup> August
- d. Sport England active places information has been updated
- e. Re-enrolment has been completed for the pension's regulator
- f. Clerk and council publication – any councillors wishing to read these publications please let me know and I will forward accordingly.
- g. Cheque has been paid into pc account from vh to adjust insurance figure as discussed at annual meeting