

**Meeting Minutes
Monday 17th September 2018
at 7.30pm
The Village Hall, Ditchingham**

Councillors present: Alan Larkin (Vice Chair, AL), Brendon Bernard (District Councillor, BB), Fred Hartwell (FH), Richard Mulley (RM) and Charlie Taylor (CT)

Clerk/RFO: Sally Chapman

Also Present: Two parishioners and three members of Black Dog Arts.

PUBLIC MEETING

A. Parishioner Question Time

i) Black Dog Arts Presentation – re Chicken Roundabout Statues

Three members of Black Dog Arts gave an informative presentation with a proposal for chicken statues for chicken roundabout. Full details attached.

ii) A parishioner reported to Councillors:

- Broken curb stones in Hollow Hill Road, Loddon Road and generally throughout Ditchingham. Clerk to report.
- Buses and lorries driving on the pavements causing damage.
- Flooding on Hollow Hill Road and between number 1-7 Thwaite Road near the playing field. Clerk to report.
- Wood's Close suggested 20mph signs and will consider using a SAM to record speeding. The Chair informed of the speed limit regulations and how difficult it is to change them.
- No Cold Calling signs. Advised by Cllrs to contact trading standards.
- Dog fouling on Broome Heath.

Clerk

Clerk

B. External Reports

County Councillor Stone

Not present, full report:

<http://ditchinghampc.norfolkparishes.gov.uk/minutes>

District Councillor Bernard

No report.

MAIN MEETING

1. To consider Apologies for Absence

Cllr Weston (Chair) and Cllr Skippen – apologies accepted.

Cllr Larkin (Vice Chair) Chaired the meeting.

2. Declaration of Interests & Consider requests for Dispensation

6.a) Pecuniary interest Cllr Mulley (maintenance supplies invoice).

10.b) Non-pecuniary interest Cllr Bernard (spouse member of Black Dog Arts)

3. To Confirm the Minutes of the meeting held on 16th & 23rd July 2018

Councillors resolved unanimously: The Minutes to be 'taken as read and agreed as correct'.

The Minutes were signed by the Chair upon completion of the meeting.

4. Matters Arising

a) To report matters arising from the minutes, not on the agenda nor included in committee reports

i) Hollow Hill footpath posts repairs – no progress Clerk to email.

Clerk

Signed: _____ (Chair)

Date:

ii) WW1 Beacons of Light

Cllr Hartwell informed there would be a beacon near the new village sign and a wreath laying ceremony. All Ditchingham parishioners would be invited and a notice would be placed in the Parishioner Magazine.

iii) Loddon Road Speed Limit – no progress Clerk to email NCC.

b) To Do List

Cllr Mulley and the Clerk are working through the list of outstanding items requiring attention and reporting.

Clerk

5. Co-option to fill Casual Vacancies

None

6. Finance

a) To receive the RFO's Finance Report and Approve Accounts (*see reports attached*)

The RFO gave a Finance Report of all activities since the last meeting. Pecuniary interest Cllr Mulley (*maintenance supplies invoice*).

Councillors resolved unanimously: To approve the Finance Report and Receipts/Payments. Cllr Mulley did not vote.

b) To receive the Budget Report 2018/19

Councillors resolved unanimously: To approve the Budget Report.

c) To receive the External Auditors Report (*see report attached*)

The Chair read out a positive External Auditors Report and thanked the Clerk for all her hard work.

7. To receive a report from the Planning and Highways Committee

Planning Applications/Decisions (*see report attached*)

Cllr Larkin reported the applications and decisions since the last meeting.

8. To receive Internal Reports from Advisory Committees & Decision Committees

a) Chair's Report

No further report and gave thanks to the Cllrs and Clerk for their support.

b) Planning and Highways Report

i) Hastoe Housing Affordable Homes – no further update.

ii) SAM2 – no report, problem with software. Cllrs discussed using the SAM1 machine in Rider Haggard's Way.

iii) Street Lighting – the Chair informed the street lights will be adopted before 31st March 2018 and DPC will receive £80,300 for a Street Lighting Reserve. The legal documents are now being processed and DPC will take advice before signing.

iv) Hollow Hill Footpath Maintenance.

Councillors resolved unanimously: To ask Clinks Care Farm to include Hollow Hill Footpath as part of the Village Maintenance programme: Mow and strim once per month April-October (7 cuts) and treat with herbicide to keep weed free.

c) Community Report (*report attached*)

The Vice Chair read out Cllr Skippen's report (not present).

- Allotment Renewals

Councillors resolved unanimously: The Allotment Rent(s) to remain the same for 2018/19 - £10.00 per plot and £15.00 per double plot.

- The Dip to be sprayed for weeds in spring. Clerk to ask for a quote.

- Cllr Mulley said he would remove the goalpost bars as they were dangerous.

- The Chair confirmed the Defibrillator is still being maintained by a Parishioner.

The Vice Chair thanked Cllr Skippen for his report and all the responsibility he has taken on at short notice.

Clerk
RM

Signed: _____ (Chair)

Date:

d) Finance & Resources Report

No further report.

9. Policies

a) Standing Orders – updated version from NALC

Councillors resolved unanimously: To adopt the updated Standing Order Policy.

10. Issues not decided by Committees:

a) The Maltings Amenity Area – As in the Community Report.

b) Chicken Roundabout Sculptures

Non-pecuniary interest Cllr Bernard (spouse member of Black Dog Arts).

Cllrs discussed the presentation and the sculptures.

Councillors resolved unanimously: To agree in principle to the Chicken Sculptures as long as the proposals satisfied NCC. Cllr Bernard did not vote. Clerk to ask BDA to contact NCC.

Clerk

11. Correspondence

a) 4 Villages Good Neighbour Group closure letter. Cllrs informed the group is now being carried on as the Border Village Community Group.

b) East Anglian Air Ambulance thank you letter for £550 Yard Sale proceeds.

c) Clerks & Council Direct Magazine

12. Urgent Other Business

a) Cllr Mulley stated he had repaired the rope ground anchor for the ladder on the metal climbing frame, but it needed a permanent repair. Clerk to contact contractors.

b) Cllr Bernard informed the Village Hall Committee has received two quotes for the Village Hall extension for the first stage. A grant request has been submitted and the committee should hear after the 15th October 2018.

c) Cllr Hartwell advised Men's Shed is still waiting to hear if they have been successful for a grant for an extension on Broome Village Hall.

d) Cllr Larkin informed St. Anne's House in Ditchingham has closed and the residents have gone.

Clerk

13. Items for Next Agenda

None

14. The Next Meeting Date:

- 19th November 2018 at 7.30pm

Planning Meetings arranged as required.

The meeting closed at 9.25pm

The following attached reports and papers should be regarded as part of the minutes

Signed: _____ (Chair)

Date:

A. Black Dog Arts Presentation - Proposal for DPC Chicken Roundabout **First of all, thank you for giving us time to explain our proposed project**

1. What is BDA?

Black Dog Arts was formed over 10 years ago. Its aim is to encourage all art forms in the community around the Waveney area. To inform and enable members to learn new skills and join workshops and meetings to enhance everybody's artistic enjoyment. It is open to all. There is no selection on ability or merit of members when they join. At the moment it has just under 100 members.

2. What BDA has done.

BDA has done many things for the local community. It is most known for the Open Gardens with art. Created, so that everyone can enjoy local private gardens, with local artists work displayed in them. BDA works closely with other organisations and clubs to enhance the community in the area around Bungay and encourages people to join in when there is something to participate in too.

3. Chicken Roundabout

Since the group was 10 years old, the committee has wanted to make a lasting memorial to the iconic chickens that inhabited the roundabout at Ditchingham.

4. The chickens were feral and nobody seems to know where they originated from, but they were recorded as far back as the First World War.

They have been removed in recent years even though it appears there were no records of incidents or accidents due to the chickens on the roundabout. Gordon Knowles, a much-loved resident fed them every day and he very much wanted a memorial to this unique and extraordinary roundabout.

5. After all: Milton Keynes was built on a greenfield site and has concrete cows on its roundabouts as an acknowledgement to its past, wouldn't it be nice if Ditchingham have a memorial to its chickens?

6. BDA would like to create a community arts project to recreate in still life the chickens on the roundabout. As the chickens were not owned by anyone, BDA thought the sculpture to commemorate them should also be created by the community and not by 1 person.

To this end a lot of thought and work has gone into creating a prototype chicken that can be copied and reproduced by individuals with tuition. Hopefully we will recreate the look of the chickens as they were, but they will be maintenance free, as vandal proof as possible, have no financial value for potential thieves and of course, be easy to trim round and be acceptable to the highways department as street furniture.

7. The chickens will be made in workshops funded by BDA and lead by artists with skills in the areas required. Initially a wire frame will be made, then this will be covered in a special epoxy putty that will be coloured in "natural" chicken colours (browns, black, dark green, white etc) A strong metal base with reinforcing bars will be used to connect the chickens to the ground, and they will have a concrete filling. The chickens will not have legs as such, but will be securely fixed into the earth on the roundabout on metal posts, so that the grass can regrow under them and be easily maintained.

All the chickens would be initially made from the same size piece of wire mesh so that they should all finish up around and about the size of a large chicken.

8. It is hoped that by running a campaign to promote the project we should get local and possibly national press interest. After all, it was a world-famous site!

Everyone who signs up to make a chicken would be expected to contribute to its costs and abide by the guidelines for creating it.

Signed: _____ (Chair)

Date:

This is an adult only project. Initial enquiries have shown a huge interest in the project with very positive comments.

8. BDA hope to get funding from the arts council for this community project. However, it is prepared to fully fund it if this is not possible.

DPC will not be asked for anything except their approval, and help with the submission to Highways.

Thank you very much again for giving us the opportunity and time to explain our ideas to you.

DRAFT

Signed: _____ (Chair)

Date:

6.a). Finance Report

| Ditchingham Parish Council - September 2018 | | | | Annex A |
|--|------------|--|--------------|------------------|
| Finance Report: Payments & Receipts, & Balances at bank | | | | |
| | | | | £ |
| Current account b/f | | | | 29,904.84 |
| Payments since last report | | | | |
| Date | Cheque No. | Payee | Amount | |
| 16/07/18 | D/D | ICO Amendment | -5.00 | |
| 19/07/18 | Cash | Stamps | 5.00 | |
| 16/07/18 | 101574 | Mr R Mulley - Maintenance Materials | 18.98 | |
| 16/07/18 | 101575 | SAM2 Tablet | 84.99 | |
| 28/07/18 | S/O | Mr P Austin - Litter Picker/Play Equipment Inspector | 170.73 | |
| 28/07/18 | S/O | Mrs O Mulley - Village Cleaner | 71.42 | |
| 28/07/18 | S/O | Ms S Chapman - Clerk | 570.00 | |
| 23/07/18 | 101576 | Mr R Utting - Maintenance | 30.00 | |
| 23/07/18 | 101577 | Clinks Care Farm - Extra Churchyard Maintenance | 42.00 | |
| 10/08/18 | 101578 | Clinks Care Farm - Grounds Maintenance | 4890.00 | |
| 10/08/18 | 101579 | Mr P Forder - Wasp Nests | 150.00 | |
| 28/08/18 | S/O | Mr P Austin - Litter Picker/Play Equipment Inspector | 170.73 | |
| 28/08/18 | S/O | Mrs O Mulley - Village Cleaner | 71.42 | |
| 28/08/18 | S/O | Ms S Chapman - Clerk | 570.00 | |
| 17/09/18 | 101580 | Mr R Mulley - Maintenance Supplies | 22.98 | |
| 17/09/18 | 101581 | Clerks Expenses - August & September | 94.43 | |
| 17/09/18 | 101582 | PKF Littlejohn LLP - External Auditors | 360.00 | |
| | | | Total | 7317.68 |
| Receipts since last report | | | | |
| 19/07/18 | Credit | Ashes Burial - Mrs M Mason | 150.00 | |
| 19/07/18 | Credit | Burial - Mr N J Rose | 500.00 | |
| 19/07/18 | Credit | Ashes Burial - Mrs J. M Taylor | 150.00 | |
| 19/07/18 | Cash | Allotment Plot 1A rent | 5.00 | |
| 10/08/18 | Credit | VAT Reclaim (01/04/2018-31/07/2018) | 894.18 | |
| | | | Total | 1699.18 |
| Cashbook balance (as above) | | | | 24286.34 |
| Community Account Statement Balance 31/08/2018 | | | | 25028.65 |
| Unpresented cheques | | | | 1636.49 |
| Uncleared receipts | | | | -894.18 |
| | | | | 24286.34 |
| Business Saver Statement Balance 31/08/2018 | | | | 47869.82 |
| Total balance in both accounts | | | | 72156.16 |

Signed: _____ (Chair)

Date:

6.b). Budget Report

| Ditchingham Parish Council | | | | | | Annex B |
|----------------------------|--|-------------------|-----------------------------------|----------------------------|----------------------------|--|
| Budget Report 2018/19 | | | | | | |
| Year End 2017/18 | | Budget 2018/19 | Actual Year to Date 2018/19 | Forecast 2018/19 | % of Original Budget | Notes 2018/19 |
| | Income | | | | | |
| 30,000 | Precept | 25,000 | 12,179 | 25,000 | 49% | |
| 1,691 | SN Transition monies | 1,000 | 643 | 1,000 | 64% | Decreasing yearly (will be £643) |
| 245 | Allotments Rents | 245 | 5 | 245 | 2% | |
| 5,129 | Burial Grounds | 3,000 | 1,220 | 3,000 | 41% | |
| 500 | Play Areas | 2,000 | 500 | 2,000 | 25% | Ditchingham United Charities - variable |
| 3,885 | VAT Reclaimed | 1,500 | 1,466 | 1,500 | 98% | variable |
| 41,450 | Total Budgeted Income | 32,745 | 16,012 | 32,745 | 49% | |
| | Expenditure | | | | | |
| 220 | Miscellaneous | 0 | 20 | 20 | - | Litterpick |
| 0 | Proceeds Yard Sale | 0 | 550 | 550 | - | Paid to EAAA |
| 4,030 | NCC Parish Partnership Grant - Hollow Hill Footpath | 0 | 0 | 0 | - | |
| 0 | NCC Parish Partnership Grant - SAM2 | 0 | 1,775 | 1,775 | - | |
| 100 | SNC Grant | 0 | 0 | 0 | - | |
| 5,000 | S106 Grant - Men's Shed | 0 | 0 | 0 | - | |
| 50,800 | Total Income | 32,745 | 18,357 | 35,090 | 49% | |
| 32 | Business Account Interest | 0 | 0 | 0 | 0% | |
| | Expenditure | | | | | |
| 6,728 | Clerk's Employment Costs | 6,736 | 2,850 | 6,736 | 42% | |
| 380 | Clerk's Office Costs (elec, b.band, comp.equip). | 380 | 190 | 380 | 50% | |
| 1,163 | General Admin | 1,200 | 1,106 | 1,200 | 92% | |
| 100 | Allotments rent to land owner | 100 | 0 | 100 | 0% | |
| 3,945 | Burial Grounds | 5,000 | 2,767 | 5,000 | 55% | |
| 845 | Dog Waste Bin Servicing | 900 | 0 | 900 | 0% | |
| 876 | Insurance | 1,000 | 911 | 1,000 | 91% | |
| 107 | Miscellaneous | 500 | 0 | 500 | 0% | |
| 750 | Parishioner Magazine/Website | 750 | 0 | 750 | 0% | |
| 3,213 | Play Areas grass cut/litter picker | 3,300 | 2,123 | 3,300 | 64% | |
| 4,561 | Play Area maintenance general | 5,000 | 2,085 | 5,000 | 42% | |
| 5,180 | Village Maintenance | 4,000 | 1,696 | 4,000 | 42% | |
| 4,454 | VAT | 1,500 | 2,168 | 2,108 | 145% | |
| 1,344 | Tree Survey/Maintenance | 2,000 | 0 | 2,000 | 0% | |
| - | Lychgate Reserve | 0 | 0 | 0 | - | |
| 8,060 | Hollow Hill Footpath Reserve | 0 | 0 | 0 | - | |
| - | Play Area Reserve | 0 | 0 | 0 | - | |
| 41,706 | | 32,366 | 15,896 | 32,974 | 49% | |
| 0 | SAM2 Unit | 0 | 3,550 | 3,550 | - | |
| 0 | Proceeds Yard Sale | 0 | 550 | 550 | - | Paid to EAAA |
| 41,706 | Total Expenditure | 32,366 | 19,996 | 37,074 | 62% | |
| 9,094 | | 379 | (1,638) | (1,984) | | Difference |
| 16,831 | Balance per Community Acc B/F 2017/18 | | 25,925 | | | |
| 50,800 | Total Receipts per cash book | | 18,357 | | | Yellow and green boxes should match |
| 41,706 | Total Payments per cash book | | 19,996 | | | |
| 0 | Transferred to Saver Account | | 0 | | | |
| 25,925 | Community Account Balance | | 24,286 | | | |
| 47,846 | Business Saver Account | | 47,870 | | | |
| 73,771 | Total in Both Accounts | | 72,156 | | | Blue box should match the RFO Finance report (rounded) |
| | Restricted Reserves B/F from 2016/17 (as below) | | 50,659 | | | |
| | General Reserves | | 21,497 | Year to date | | |
| | | | 72,156 | | | |
| | Restricted Reserves | | Added/Spent 2018/19 | Current Balance | | |
| 15,000 | Lychgate | | | 15,000 | | |
| 3,470 | Hollow Hill Footpath | | | 3,470 | | |
| 30,000 | Play Area Reserves | | | 30,000 | | |
| 189 | CIL Infrastructure Levy (SN) | | | 189 | | |
| 2,000 | New strategies Reserve | | | 2,000 | | |
| 5,000 | Men's Shed (S106) | | | 5,000 | | |
| 55,659 | | | 50,659 | 50,659 | | |
| 18,112 | General Reserves | | 21,497 | 21,497 | | |
| 73,771 | | | 72,156 | 72,156 | | |
| | Precept 2018/2019 | | | | | |
| | Parish Precept Requirement | £25,000 | -£5,000 | | | |
| | Tax Base 2017/18 | 622 | | | | |
| | Band D property (less SNC Grant) | £ 39.16 | | | | |
| | A reduction of | £ 8.99 | per year | | | |

Signed: _____ (Chair)

Date:

6.c) External Auditors Report and Certificate

Section 3 – External Auditor Report and Certificate 2017/18

In respect of **Ditchingham Parish Council – NO0128**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2018; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2017/18

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2017/18

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature



Date

09/09/2018

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2017/18 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Signed: _____ (Chair)

Date:

7. a) Planning and Highways Committee Planning Applications/Decisions

- **Non-material amendment to permission 2017/1756/H** - Alter window WD12 to patio doors in front elevation
50 Norwich Road Ditchingham NR35 2JL
Ref. No: 2018/1930 | Received: Sun 02 Sep 2018 | Validated: Wed 05 Sep 2018 | Status: Decided
- **Stripping and re-slating North Aisle roof.** Extending the roof approx. 2.5m to west to meet with vestry roof and demolition of redundant chimney. 
Church of St Mary Belsey Bridge Road Ditchingham NR35 2JS
Ref. No: 2018/1784 | Received: Thu 09 Aug 2018 | Validated: Mon 10 Sep 2018 | Status: Pending Consideration
- **Single storey rear extension**
15 Waveney Road Ditchingham Norfolk NR35 2RF
Ref. No: 2018/1736 | Received: Wed 01 Aug 2018 | Validated: Thu 09 Aug 2018 | Status: Decided
- **Erection of single storey rear extension** - THIS APPLICATION WILL BE DETERMINED BY THE BROADS AUTHORITY - BA/2018/0260/HOUSEH.
20 Ditchingham Dam Ditchingham Norfolk NR35 2JQ
Ref. No: 2018/1621 | Received: Fri 13 Jul 2018 | Validated: Fri 13 Jul 2018 | Status: Decided
- **Rear first floor extension**
Elmwood 22 Tunneys Lane Ditchingham NR35 2RQ
Ref. No: 2018/1567 | Received: Wed 11 Jul 2018 | Validated: Wed 11 Jul 2018 | Status: Decided
- **Erection of two storey end terrace dwelling**
Land to The North of Millfield Close Ditchingham Norfolk
Ref. No: 2018/1521 | Received: Tue 03 Jul 2018 | Validated: Wed 04 Jul 2018 | Status: Decided
- **Rear single storey extension**
33 Loddon Road Ditchingham Norfolk NR35 2RA
Ref. No: 2018/1525 | Received: Sun 01 Jul 2018 | Validated: Sun 01 Jul 2018 | Status: Decided

Signed: _____ (Chair)

Date:

8.c) Community Report

Ditchingham Parish Council **Community Committee Report 17th September 2018**

My apology for absence, however please find below my report compiled on Wednesday 12th September 2018.

Allotments

All allotments let, overall well maintained apart from 1, who the clerk has written to. If 1 double plot owner wants to give up, there may be some changes so that tenants with 2 individual plots can double up. Some strimming needed on paths due mainly to growth of nettles.

We have 3 people on waiting list. Allotment renewals date 01st October.

My belief is that this should be an amenity for the village and not a profit-making area. As long as rents cover costs then they should be held.

Cemetery

There had been some issues with grass cutting, which have now been resolved.

Two wasp nests found and treated.

Clerk has updated lists in Lychgate to comply with GDPR.

The Dip

We are currently waiting for the contractor to raise level of tarmac under the skateboard ramps, due to be done in October.

Wasp nest found and was treated.

With change of weather should goal posts be moved to allow worn area to be seeded.

Thwaite Road Play Area

Contract with Play Maintain has been cancelled and awarded to Playquip Leisure due to non-performance.

Satisfactory temporary decking repairs have been made until the contractor is available to fit new.

Two wasp nests have been found and treated.

Clerk has received quotes for repair of equipment against the annual play equipment report.

Chicken Roundabout

Whole roundabout now cut.

Waiting for response from Black Dog Arts reference chickens decided at last meeting.

Clinks will buy autumn wildflower seeds (at no cost to Parish) will re-drill as soon as it gets wet.

Maltings Amenity Space

A meeting took place on 06th September on site between Green Leaf CS Ltd, Alan Larkin Acting Chairman, Alf Skippen Community Committee Chair, and Sally Chapman Parish Clerk. No representative from the Broads Authority could attend. We were informed that the Broads Authority had changed the original planning agreement to the following. The area between the beck and by-pass is now being used as a dumping ground for material dredged from dykes. This is supposed to provide habitats for wild life. Beck and banks are allowed to be overgrown being a safety issue. Main area will be turned into a meadow with wildflowers. A path will be cut through the grass to allow people to walk from the Maltings to Pirnow Road. This will be unsuitable for anything but walking due to rough ground, and will not be suitable when wet. Green Leaf informed us that at some time next year the Maltings Maintenance Team would take over responsibility for the area. It should be considered that tenants pay a yearly charge for use of this area. As personnel note I feel this change is to cut costs as it simply is leaving everything to control itself.

Signed: _____ (Chair)

Date:

Cheyne Walk

I have walked the walk. Generally, in good shape although a bit of edge strimming may be required in next month or two. However, there are two broken posts at the top which I believe Counsellor Mulley stated had been done by the farmer who was prepared to repair them.

Defibrillator

With reference to the defibrillator sited at Ditchingham Stores, Loddon Road. This should be checked on a monthly basis to make sure it is in full working order. This check was put in the hands of a parishioner, who also volunteered to be first contact point. Concern has been raised that this is being done. Acting Chairman Alan Larkin, will visit the parishioner to confirm the position.

We will continue to look at ways to improve the facilities for the parishioners and consider any suggestion that come forward.

Our thanks go to Councillor Mulley, and others, for the odd jobs carried out on behalf of the council and Paul Austin keeping our village so tidy. We would also like to thank Mrs Mulley who is the village cleaner of the bus shelter, phone box, lychgate and anything else that needs cleaning.

Community Committee Chair: A. E. Skippen

Signed: _____ (Chair)

Date: