



Please note these are the draft minutes until confirmed as a true record by the Parish Council.

Minutes of the meeting of Hundleby Parish Council held on 2nd December 2024 in the Parish Rooms Hundleby.

Present: Cllr Lynette Corten-Miller (Chair)

Cllr Robert Bell

Cllr Ruth Birkin

Cllr Malcolm Dales

Cllr Philip Maddison

Cllr Christine Parker (Acting Temporary Parish Clerk)

Also present: Maisie Epton (observing as applicant for Parish Clerk) and one member of the public.

Public Session

The member of the public wished to thank the Parish Council and Cllr Gray for sorting out the street lights on Church Lane that are now working.

It was **Resolved** to commence the meeting.

299. Apologies for absence

It was **Resolved** to accept apologies from Cllr Natalie Tilsley and Cllr William Gray

300. Declarations of interest under the Localism Act 2011

No declarations were declared.

301. Draft minutes from Full Council Meeting held on 4th November 2024

It was **Resolved** to accept the minutes from the previous meeting held on 4th November 2024

302. Chair's Report.

The Chair's report had been emailed to councillors earlier in the week. Updates to the report include information that Anglian Water are to close Church Lane for 3 days on 20th January 2025 in order to supply water to the new house.

Lynette had spoken to Cllr Grover regarding the grant and the difficulty in accessing the planning portal.

Cllr Gray has emailed the grant form and the Chair emailed Cllr Gray and thanked him for sorting out the lights in Church Lane.

The Chair also reported that she had received a text from Joe Roberts, the previous clerk, apologising for not informing the council of his new telephone number. The Chair responded and asked him to return the memory stick, belonging to HPC, back to the council.

303. Parish Clerk's Report.

Cllr Birkin, acting RFO, reported that her and the Chair are continuing to work on Scribe.

304. To receive recommendations from the Parish Rooms Working Party including: a). To consider and approve a roofing contractor for the Parish Rooms alterations.

All councillors present were given print-outs of the quotes received from the selected roofing contractors for the replacement of the Parish Rooms roof tiles. Cllr Birkin gave an update on the quotes and there was a proposal to accept the quote from NRL Roofing.

It was **Resolved** to accept the proposal.

b). To consider and approve engaging D C Architectural Services to produce drawings for Plan B for the alterations of the Parish Rooms along with associated services as required.

A proposal was made to approve and engage D C Architectural Services.

It was **Resolved** to accept the proposal.

305. To consider the use of the Parish Rooms for the George Ball Fund on 1st and of 8th February 2025.

It was **Resolved** to approve the use of the Parish Rooms for the George Ball Fund on the dates requested.

306. To review and approve the Allotment Policy.

It was **Resolved** to defer this item until the next meeting.

307. To consider Freedom of Information Request regarding RM6281 Workforce Alliance Framework for Social Services (Lot 4) and the advice form LALC.

It was **Resolved** to take further advice on this if a Freedom of Information Request was made of Hundleby Parish Council.

308. To review the planning application received reference number N/088/01726/24

It was **Resolved** to offer no objections.

309. To review the planning application received reference number N/088/01685/24

It was **Resolved** to offer no objections.

310. To consider a date next February/March to hold a fundraising event organised by David Biggerdike for a History Talk by a guest speaker.

It was considered that a Friday evening in March would be the preferred date. Chair will inform DB.

311. To approve a Local Government Pay Award which was formally requested by Joe Roberts.

It was **Resolved** to pay the requested back pay award.

312. To consider applying for a £400 bid from ELDC's District Councillor William Grover.

It was **Resolved** to apply for the grant and to use the money, should it be granted, to pay for the final drawings from D C Architectural Services for the Parish Rooms alterations.

313. To consider the Parish Precepts 2025/26 ELDC Notification Letter.

The parish precepts are already decided and have been approved at the Finance Committee and Full Council.

314. To receive any correspondence and note any action required.

The Chair read out an email from a resident requesting a road sweeper to clear leaves and debris from the drains. Chair will action.

315. To authorise the signing of orders for payment and to note income and bank balances for November 2024.

It was **Resolved** to authorise payment for unpaid invoices for a LALC training day. All payments approved and signed. Cllr Birkin and the Chair were thanked for all their work.

316. To resolve to go into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 to consider the appointment of job applicant for the role of Parish Clerk.

It was **Resolved** to go into closed session.

It was **Resolved** to offer the job of Parish Clerk to Maisie Epton. HR to action.

The meeting **closed** at 8.20pm.