

# Normandy Parish Council

Serving Our Community through working in Partnership

Minutes of a **MEETING** of **NORMANDY PARISH COUNCIL** held at the **ROYAL BRITISH LEGION HALL** on **THURSDAY 24 NOVEMBER 2022** at 7.30pm.

**Members present** Bob Hutton (Chairman), Tony Coomber, Paul Chillman, Philippa Mitchell, Amy McLeod, Pat Tugwell

**Non-members present** Amanda Pick (Clerk), Cllr Witham (SCC)

**C-087 APOLOGIES**

Apologies were received and accepted from Cllrs Paul Howarth, Mark Galloway and Dabeer Ahmed.

**C-088 DECLARATIONS OF INTEREST**

None.

**C-089 MINUTES OF PREVIOUS MEETINGS**

**RESOLVED:** The minutes of the Council meeting held on 20 October 2022 were approved as a true record.

**C-090 QUESTIONS FROM THE PUBLIC**

None

**C-091 REPORTS FROM OTHER AUTHORITIES**

To receive reports from representatives of other authorities:

**(a) Surrey County Council**

Cllr Witham's report had been received by Members in early November, plus an update on bus services. Keith would like to encourage people to respond to the survey in relation to his supplementary newsletter.

**(b) Guildford Borough Council** no report received

**C-092 EMERGENCY PLAN**

Members identified the key parties for the roles and agreed to adopt the revised plan.

**RESOLVED:** Members agreed to adopt the emergency plan. The clerk will work with members of the community to keep it up to date.

**C-093 PROPOSED PADEL COURT IN NORMANDY**

To consider the feedback from residents on the Tennis Club's wish to develop a padel court

**RESOLVED:** The council sought feedback from residents through The Villager, on social media and posters in the village. The majority of respondents were against the proposal due to the associated noise, potential light pollution, and mainly on the impact on nature and wildlife. Based on the feedback received the council will not support a padel court facility on Normandy Common at this time. The clerk will write to the tennis club to advise.

**C-094 ASSET REGISTER**

To hear an update from the Finance and Governance committee in relation to the development of the asset register

**RESOLVED:** The asset register is now complete and is complemented by an incidentals list. It will be managed by Finance and Governance Committee and all future assets will be recorded on the list.

**C-095**

**FINANCE**

- (a) The schedule of invoices for payment was circulated to councillors ahead of the meeting.

Councillor Howarth arrived at 20.17

- (b) To discuss progress in relation to next year's precept

**RESOLVED:**

- (a) Members approved the schedule of invoices for payment  
 (b) Progress is being made on plans for the precept, all first drafts have been submitted to Finance and Governance and second drafts are being considered by each committee.

Chq Number	Payee	Purpose	Amount
002374	J & G Emerson	BBQ	£1020.00
002375	HMRC	Q1	£2275.71
002376	Jonathan Pick	Replacement key for football pavilion	£9.00
002377	Amanda Pick	JUST LANYARDS Personalised lanyards	£248.40
002378	Amanda Pick	SCREWFIX Carpet protector bonfire	£28.77
002379	Amanda Pick	October salary	
002380	Briony Howarth	October salary	
002381	Amanda Pick	SAINSBURYS Bar stock bonfire night	£226.00
002382	Amy McLeod	BBQ stock for bonfire night	£70.42
002383	MBS Medical	First Aid bonfire	£284.40
002384	Amanda Pick	AMAZON Event supplies bonfire night	£80.13
002385	Royal British Legion	October hall hire	£60.00
002386	Amanda Pick	SETON Litter Picker kits	£99.44
002387	J & G Emerson	Gas Cylinders for BBQ	£120.00
002388	Bakers Dozen	Bread Rolls BBQ	£140.00
002389	Matt Jones	BBQ gas	£200.00
002390	Ben Pryke	Bar supplies; ale keg and ice	£144.30
<b>Online payments</b>			
Online	Bob Hutton	Laser printer and toner cartridges	£638.79
Online	Fulks Bros	BBQ meat	£362.50
Online	Jon Pick	Height barrier keys x4	£18.00
Online	Jon Pick	Fuel for bonfire	£51.82
Online	WorkNest HR	HR support (replacement of cheque)	£492.00
Online	Mulberry & Co	Locum RFO Oct 22	£480.00
Online	Nurture Landscapes Ltd	Tree Risk Assessment	£908.74
Online	Normandy Therapy Gardens	War Memorial maintenance	£137.97
Online	Tony Coomber	Steel brushes	£9.78
Online	Amanda Pick	SAINSBURYS Tree Planting event	£15.95
Online	Normandy Village Hall	Parish Office and event hall hire	£139.00

**C-096**

**BONFIRE**

- (a) To note income and expenditure for 2022 event
- (b) To agree outline plans for 2023

**RESOLVED:**

- (a) Members noted the income and expenditure for 2022 event and the profit of circa £1800, there are a couple of payments still be confirmed.
- (b) For 2023 the prices will be:
  - Thursday 2 November £2,705 inc VAT.
  - Friday 3 November £4,500 inc VAT
  - Saturday 4 November £5,995 inc VAT
  - Sunday 5 November £8,000 inc VATMembers agreed the bonfire will be on the Friday.

**C-097**

**TREE PLANTING EVENT**

Members discussed and agreed the event details.

**C-098**

**URGENT COMMITTEE BUSINESS**

- (a) On behalf of the HR Committee, Councillor McLeod confirmed that the Local Government Association have come to an agreement on the new pay scales for 2022-23 which need to be implemented to staff from 1 April 2022.  
**RESOLVED:** Members noted that payroll have been advised and will action the back pay.

- (b) Councillor Mitchell advised that a group of volunteers kindly assisted with clearing a site on Normandy Common.

**C-085**

**EXCLUSION OF THE PRESS AND PUBLIC**

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**C-086**

**ITEMS FOR INFORMATION AND/OR INCLUSION ON FUTURE AGENDAS**

To receive any urgent information items and agree any items for inclusion on future council and/or committee agendas.

**RESOLVED:** Further precept preparation to be on the next agenda

There being no further business, the meeting closed at 21:13pm.