

DRAYTON PARISH COUNCIL

Minutes of the meeting of Drayton Parish Council held on Monday 2nd November 2015 at 7pm in The Pavilion, King George Fifth Playing Field (KGV) Drayton High Rd, Drayton

PRESENT

Mr G Everett – Chairman

Mr C Binns Mr C Brown Mrs B Gibson Mr D Mack Mr K Morgan

Mr W Morgan Mr V Ray-Mortlock Mr P Stanger Mr L Wilkinson

Mr J Hall – Parish Clerk

IN ATTENDANCE

Mr M Thrower – Head of Democratic Services, Broadland District Council

The Chairman opened the meeting and welcomed those present and advised that Mr Thrower would be invited to present his report and findings for agenda item 5.

1. Absence and Apologies for Absence

Cllr Anderson – apologies received and accepted.

2. Declarations of Interest

Cllr Everett. Non pecuniary interest. All matters relating to Broadland District Council.
Broadland District Councillor – Reepham Ward

Cllr Ray-Mortlock. Non pecuniary interest. All matters relating to Broadland District Council.

Broadland District Councillor – Drayton North Ward

3. Public Participation

None.

4. Exclusion of Press and Public

The Chairman proposed and was seconded by Cllr W Morgan that it was not necessary to exclude the press and public. All agreed.

RESOLVED not to exclude the press and public under the Public Bodies (Admissions to Meetings) Act 1960 during agenda item 5.

5. Complaint from Resident

Mr Thrower gave a verbal report and started by briefly explaining his role and the limited powers available to him under the new rules which came into force in 2012 relating to the Code of Conduct for councillors.

G. Everett

A complaint had been received from a resident which had initially been dealt with by Mr Thrower's deputy, however the complainant was not satisfied with the response given and asked for a review. Mr Thrower undertook that review. Mr Thrower outlined the nature of the complaint and presented his findings and recommendations to the council.

7.27pm Cllr Everett left the meeting room. Cllr Stanger chaired the rest of the agenda item. The Council acknowledged Mr Thrower's report and recommendations but **RESOLVED** to take no further action.

7.29pm Cllr Everett returned to the meeting room.

6. Full Council Training

The chairman outlined training he had recently undertaken at Hellesdon Parish Council given by the Norfolk branch of the National Association of Local Councils (NALC). **RESOLVED** for the council to undertake full council training on 23rd November 2015 at 7pm at KGV. Clerk to liaise with training team of NALC to organise.

7. Future Management of Facilities at Longdale

The Chairman asked Cllr Stanger, chairman of the playing fields committee to outline the current situation. It was acknowledged that since a staff member had left in July the current working arrangements for the remaining staff member was not sustainable. Cover had been difficult to arrange for illness and holidays despite efforts to try to do this in house. It was agreed that the clerk should look in to the possibility of having vending machines in the pavilion and return to the full council with costed proposals. Much discussion took place about all aspects of the facility and it was **RESOLVED** to :-

- cease the pay and play sessions run by the council.
- all users to hire via a hire agreement.
- any hirers using a key deposit facility to be affiliated to Norfolk FA and hold chartered status.
- issue all invoicing from the parish office at KGV.
- remove cash option as payment for invoices
- open the 3G surface Monday to Friday 4pm to 9pm and to staff the facility from 3.30pm to 9.30pm Monday to Friday.
- do not staff the 3G surface on a Saturday.
- staff Longdale Park on Sundays for 6 hours to assist with football matches.
- allocate 36 hours a week for staffing (Sept to April). The job role would be split between 2 members of staff in 6 hour blocks and they would be required to provide cover for illness and holidays.
- produce a new job description to reflect the new role to include aspects of caretaking and grounds duties.
- recruit a new member of staff.

It was acknowledged that it may take some time to work towards some of the resolutions and the clerk would liaise with the staffing and playing fields committees to produce an implementation plan. In the meantime current arrangements would remain in place.

G. Everett

8. Date of Next Meeting

It was acknowledged that the next meeting of the parish council would be held on **Thursday 5th November 2015** at 7pm. Agendas and summons had already been issued.

Meeting closed 9.01pm

