



Dickleburgh & Rushall Parish Council

MINUTES OF THE PARISH COUNCIL HELD ON

14th January 2019

7.00pm, Dickleburgh & Rushall Village Centre

PRESENT: Cllrs. John Adlam, Jeffrey Bowles, Andrew Goodman (Vice-Chair), Sam Johnson, Jim Kerr, David Leyserman, Robert Theobald

IN ATTENDANCE: Ann Baker (Clerk)

Members of the Public: 3 residents

Public Session: Bev. Spratt - reported that Norse are taking over the running of Highways, to make savings, it is unclear how many redundancies there will be. A query was raised regarding road side ditches that are too high for water to enter ditch, there is also silt runoff on the by-pass – Co. Cllr. Spratt felt that NCC were responsible for attending to this; work on the Hempnall Crossroads have begun.

Bowls Club - Mr. Green brought a copy of the quote for the electrical work that needs attention, it was agreed that the Councillors would arrange a meeting with the Bowls Club committee.

Mr. Peter Strange had expressed an interest in the position of RFO, he talked about his work experience in local government. Mr. Strange is compiling the new guide, with references to businesses and services - it was agreed that a short piece in the Parish Monthly asking businesses to contact the Clerk if they wished to be included in the publication and on the website;

Dist. Cllr. Wilby's report was read - it would be valuable to receive information pertinent to SNC along with more local issues. The Chair thanked those resident for their contributions and attending.

Meeting reconvened at 7. 31pm

192. Acceptance of Apologies - Cllrs. T. Blacker and J. Hullet, Chris Davy, Dist. Cllr. Wilby - approved

193. Declarations of pecuniary and other interests from members on any item to be discussed – none

194. The Monthly Financial Report from the RFO, including notification of payments made over the last month:

- a. **Payments & receipts** – reports had been received from the Finance Officer - it was resolved to approve these, proposed Cllr. Kerr, seconded Cllr. Bowles, all agreed
- b. **Quarterly Bank Reconciliation** - it was resolved to approve these, proposed Cllr. Leyserman, seconded Cllr. Adlam, all agreed
- c. **Approval of the Budget for the Financial Year 2019 -2020** - this had been circulated earlier, there were no questions, it was resolved to approve the Budget, proposed Cllr. Adlam, seconded Cllr. Leyserman, all agreed
- d. **Precept for the Financial Year 2019 -2020** – the tax base has risen to 512 households, it was recommended that a charge of £69.82 remain for Band D properties, this will generate £35,748.00 precept from SNC – proposed Cllr. Bowles, Cllr. Theobald, all agreed
- e. **Approval of the cost for the advert in the EDP for St. Clements application to the Planning Inspectorate for the storage shed** – the Clerk has been in touch with the Planning Inspectorate who will check the advert for the EDP. The shed is owned by DBMT, it was suggested that a letter from the DBMT stating that they are responsible for the shed and its contents would be useful. It was resolved to approve the cost of the advert - £450.00 + VAT, proposed Cllr. Adlam, seconded Cllr. Johnson, there were two abstentions
ACTION - Clerk to contact the DBMT regarding the letter
- f. **Grant to RPCC for maintenance of the Churchyard** - following discussion it was suggested that a figure of £500 be granted. If further assistance was required the PCC could contact the Parish Council. It was resolved to approve this grant, proposed Cllr. Goodman, seconded Cllr. Kerr, all agreed
ACTION - Clerk to contact Rushall PCC
DRPC has the power to maintain closed churchyards under the Local Government Act 1972, s.215(1)

195. Consideration of the position of the RFO – Pete Strange has looked at the job with Chris Davy, he has a Maths degree, along with master’s degree, he has run a local government budget for a number of years; Mr. Strange had a meeting with Cllr. Blacker, indicating that he would be prepared to take the position of RFO, he would shadow Chris Davy until April/May time; Mr. Strange understood the position was a voluntary service, the Clerk’s current laptop would be transferred to Mr. Strange. It was resolved to appoint Pete Strange as RFO, subject to all the necessary protocols, which Cllr. Kerr would organise with the Personnel working party;

Cllr. Goodman proposed, seconded Cllr. Johnson, all in agreement

ACTION - Personnel committee to arrange details, Cllr. Kerr to co-ordinate; Clerk to request a curriculum vitae and confirm that the position is his subject to the necessary information being provided

196. Approval of the Parish Council Meeting Minutes, held on 5th December 2018 - the minutes were adopted as a true and accurate record, proposed by Cllr. Goodman, seconded by Cllr. Leyserman, agreed by all.

7.45pm Cllr. Johnson arrived

197. Matters arising from the minutes of the last meeting – for information purposes only incl.:

a. **Defibrillator update** - Cllr. Leyserman provided an update – the training session is scheduled for Mon. 4th Feb., 7pm at The Half Moon. There will be a further mention in the Parish News, fliers and posters have been displayed and delivered; this is an initial two hour session provided by The Community Heartbeat Trust, any additional sessions would be arranged at cost

b. **Valuations for the built assets linked in the Parish** - the report has been received from Mike Sarson, TWGaze and forwarded to Came & Co., no response as yet

c. **Land Registry** - Cllr. Bowles reported that this is work in progress ensuring that all titles are registered – Norwich Road allotments, Burston Road allotments, sliver in front of Bob Flowerdew’s, the Playing Field – the strip along the path to Rectory Road, the documents in the safe should be checked for any deeds etc.

d. **Netting and poles** – the work has been completed, invoice received and paid, the posts along the long side could be removed when the new path is laid; the netting has been strengthened with the addition of some of cross laterals

e. **Hedge at St. Clements** – this needs to be cut before February, Clerk to send a reminder to Mr. Newby

198. Planning Applications as received from South Norfolk Council:

a. **Planning Application 2018/2772 - Listed building consent - Shoemakers Cottage, Norwich Road, Dickleburgh** - retention of existing roof light and small multi-fuel stove with flue in outbuilding – resolved to approve, proposed Cllr. Goodman, seconded Cllr. Theobald, all agreed

199. Receipt of consultees reports of planning decisions made by SNC:

a. **Planning Application 2018/2392 – 27 Beech Way, Dickleburgh** - erection of two storey extension – REFUSED 17.12.18

200. Discussion regarding the addition of the site on Rectory Road to the GNL Site Allocations list - this is the SNC site just past The Gables – this site was considered as a wooded or orchard area; it is now managed by Big Sky for SNC; aware that the GNL will allocate a number of sites to Dickleburgh – the La Ronde site on Norwich Road has been allocated recently. A variety of options were discussed – to continue contact with SNC, the possibility of purchasing for community benefit, encourage the Chair to respond to Debbie Lorimer at SNC expressing an interest if the land should come up for sale, with a view to development of some description, the concept of such a project would be supported by the Neighbourhood Plan.

Cllr. Goodman, as Chair proposed that continuing the conversation with SNC would be beneficial, this concept is backed by NP, agreed by all present

201. Approval of the Village Guide Editor - Mr. Pete Strange had sent an outline of the work involved, the length of time required and a cost of £500.00, updating the information was considered for the future. Following a short discussion it was resolved to appoint Mr. Pete Strange as the editor, proposed Cllr. Kerr, seconded Cllr. Johnson, agreed by all

A payment of £500.00 was agreed for the costs of preparation of materials, to be made in two payments of £250.00, proposed Cllr. Theobald, seconded Cllr. Kerr, all agreed.

ACTION - Clerk to prepare a piece requesting information for the new edition;

202. Village map & information - Cllr. Goodman presented the base map from Anne Steel - the following were suggested : the allotments need to be added, Shorelands – name only, the listed telephone box, there is disparity between the two pubs; the School, Church, Village Store – is it possible for more accurate positioning – perhaps by

removing the scale and taking out the middle blank area thus enabling more accurate spacing for buildings and sites

ACTION - Clerk to let Cllr. Blacker know in order that he can discuss with Anne Steel

203. Street lighting:

a. Along Rectory Road - Clerk to see about repairs on Rectory Road and The Street as not all have been completed

b. Electricity supplier for the Parish Council street lights – the electric supplier for Parish Council lights is due for renewal. Chris Davy had circulated information regarding the charges of various companies, which was discussed and it was resolved to approve that Robin Hood of Nottingham rates were acceptable over a period of three years, proposed Cllr. Leyserman, seconded Cllr. Theobald, agreed by all

c. TT Jones who have the contract for maintenance of the owned street lights in the Parish requires renewing. It was resolved to continue the contract, proposed Cllr. Kerr, seconded Cllr. Bowles, all agreed

d. Cllr. Theobald will contact TTJones to find out if improvements can be made to the existing lighting -design, a different type of light - **Agenda item for February**

ACTION – Cllr. Theobald will do some research for next the next meeting.

204. Preparation for the Spring Litter pick - details from SNC regarding the Annual Litter Pick had been received. Cllr. Johnson reported that she and Cllr. Blacker are going into the School to talk about the matter – to design a poster using the iconic litter bin , with a prize for each age group along with an overall winner. Proposed dates are for Sat. 30th March in Dickleburgh and Rushall’s pick on Sunday 31st March. Cllr. Johnson agreed to speak to the Beaver/Scouts group

ACTION – Fliers/posters to be prepared in readiness for going into School – Cllr. Johnson and Clerk

205. To note receipt of the application for St. Clements Common by The Conservation Volunteers Charity - noted

206.Prow and Highways:

a) A VAS alternative for The Street, Dickleburgh - Cllr. Goodman mentioned this was a residents suggestion – a different type of flashing sign to encourage drivers to watch their speed on Ipswich Road - the Clerk reported that the costs are from £7,000 upwards dependant on size, solar or electric powered; Westcotec suggested using the Parish Partnership; following discussion it was felt that such a purchase seemed unnecessary, the current one is adequate; along with which the Speedwatch team’s work generates a letter when necessary
ACTION - Clerk to thank the resident for raising the matter

b) Path across the Playing Field - Cllr. Adlam reported that a written quotation were still awaited; he had prepared a specification for the interested parties - Kevin Ward; Gary Spurling and Noble Paving – have been contacted

ACTION - Cllr. Adlam and Cllr. Bowles will follow this up

c) Discussion regarding fallen trees within the Parish and requesting quotes for work to be carried out - the Clerk will contact Mr. West regarding the trees in Oliver’s Wood, Robbie Loynes for quotes – **Agenda item in February**

d) FP 3 - where the path crosses A140, the plank across ditch and the area leading up it is impassable, there used to be a path up and over the slope to cross A140 – this could be part of Chapel Farms; Cllr. Blacker felt it was NCC responsibility to clear, then Excite Solutions could continue the maintenance

ACTION – Cllr. Johnson to contact NCC for advice on FP3, Clerk to contact Chapel Farms for clarification and how to contact landowner

e) The receipt of the Weekly Inspections of the Play Area were noted – Cll. Kerr has carried out the quarterly inspection – issues to be resolved when the weather improves

f) The new log swing and inclusive roundabout - the work is scheduled for next week

207. Bowls Club - the Chair of the Bowls Club spoke earlier at the meeting - the question of proportionality arose – this is similar to the issue with the Scole United FC; the cost of the electric repairs are just under £1,000.00, as the Parish Council is the landowner this is their responsibility; it was agreed that during forth coming discussions the terms of occupation, rent, responsibility would be considered. It was resolved to pay for these repairs – proposed Cllr. Johnson, seconded Cllr. Theobald, all in agreement

ACTION - Cllrs. Bowles, Goodman and Theobald will arrange a meeting with the Bowls Club committee. Clerk to write to the Bowls Club confirming payment for the electrical work

208. Parish Council Elections - **Agenda item for February**

209. Receipt of matters of information from Councillors:

- **Cllr. Adlam** reported that an email had been received regarding the repairs made to the allotments drive – the work had been completed on the drive, the ruts had been filled and the area re-rolled, the pile of stones will be moved by the Caretaker - it was considered by all to be a satisfactory job and now complete;
Cllr. Adlam raised a query about the nine step process to a NP plan - Cllr. Goodman responded that the Steering Group would be meeting in the near future and that a further communications with residents will happen
- Cllr. Johnson – reported that the signage on FP3 is not really clear – where does the path go – Cllr. Goodman to follow this up
- Cllr. Kerr – had received an enquiry - was the Harvey Lane development named Wheatfield’s? Wheatfield’s is Hopkins Homes name for the site, it is in fact Poppy Grove; the amount of fly-tipping at the Bottle Bank has increased – bike, mattresses stuffed in – this is becoming an eyesore which needs to be discouraged
ACTION - Clerk to contact SNC for fly-tipping signage

210. Date of the next meeting and items for the next agenda: as above

Meeting at Dickleburgh & Rushall Village Centre - Monday 11th February 2019, 7.00pm, apologies received from:

There being no further business the meeting ended at 22. 12pm

Signed

Date