



PARISH COUNCIL 'VIRTUAL' MEETING MINUTES FOR

8th March 2021

conducted via Zoom, due to Corona Virus restrictions

ON SCREEN: Cllrs. John Adlam, Andrew Goodman (Chair), Les. Bragg, Sam Johnson, Jim Kerr, David Leyserman, Robert Theobald

In Attendance: Ann Baker (Clerk), Matthew Hill (Responsible Finance Officer)

Members of the Public: Co. Cllr. B. Spratt, Dist. 1 resident, Dist. Cllr. B. Duffin

161. ACCEPTANCE OF APOLOGIES - Cllrs. Janice & Richard Hulett, Dist. Cllrs. Wilby & Hudson - accepted

162. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED – none

163. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION, COUNTY & DISTRICT -COUNCILLORS REPORTS

Co. Cllr. B. Spratt - the Flood report had been received favourably by Lord Dannatt and the Norfolk Strategic Flood Alliance, the Government has allocated 1.6 million to alleviate flooding; NCC spending on Recycling has increased as has the Council Tax, which has risen by 4%; County Council and Police Crime Commissioner Elections on May 6th – this parish is in West Depwade, the Clerk should contact John Fuller at SNC to ensure that the Boundary Commission are aware that the Parish Council's wish to remain in this Ward.

Dist. Cllr. Wilby had sent a report which is attached to the minutes - mention was made of the new Vaccination Centre in Harleston; the Parish Partnership will support 113 Norfolk towns and villages with highways improvements; the Fire and Rescue Service are seeking new volunteers; the Redenhall bridge on the A143 will continue to operate under traffic lights until a budget and works are carried out to repair the concrete slab under the upstream side of the bridge; it's positive to see the return of children to school and the gradual return to a 'new' normal; Dist. Cllr. Wilby had also received an enquiry about outside adult gym equipment.

Dist. Cllr. Duffin - mentioned the Boundary Commission and stressed that the Parish Council must contact SNC about remaining in West Depwade.

Parish Magazine Mike Hodgkinson - all Councillors had received a synopsis which clearly indicated the Parish News was running a deficit budget and how the finances and the present magazine could be maintained – income can be increased marginally through by the advertising; The Church's contribution to the magazine is: accommodation, time and heating. In order to balance the books the Parish News was looking for financial support from the Parish Council.

The Chair thanked all for their attendance.

The meeting resumed at 7. 16p.m.

164. THE MONTHLY FINANCIAL REPORT FROM THE RFO, including notification of payments made over the last month:

- a. **PAYMENTS & RECEIPTS** – a list of payments and receipts had been circulated to all Councillors. Hedging, training, quarterly PAYE and salaries were listed. It was resolved to approve, proposed Cllr. D. Leyserman, seconded Cllr. J. Kerr, all members verbally and visually approved;
- b. Approval of the monthly statements of accounts - this is the eleventh month, the reserves and precept are being drawn on to pay the general daily running cost. It was resolved to approve the statement, proposed Cllr. Theobald, seconded Cllr. D. Leyserman, all members agreed verbally and visually;
- c. Grant application for the Parish Monthly News - the application for a grant of £500 was discussed to support the on-going costs of the Parish News. The request was for £500.00 – in previous years this has been in the region of £300 - £400, a grant of £1,000.00 (2019) was also given to support the purchase of a new printer; the costs are slowly increasing; the benefits of the Parish News were considered, further questions were directed to Mike Hodgkinson: articles are published without charge, advertising provides most of the revenue

and there is the scope to increase the charges; other than the Magazine print run, the machine is used occasionally by the Church, it is not an easy machine to operate; short item in coming magazine requesting donations and enquiring if anyone who may be interested in organising the advertising side) one side of adverts generates just short of £200.00); advertise on current webpage, requesting donations to aid costs or provide an advert; it was suggested that in time the Magazine could be added to the new Parish Council website; it was suggested that further discussions about the finances for the future with Mike. The value of the Magazine is that it reaches the broadest community free to all, indicates the services available, it provides an insight into the activities and organizations in the villages. It was proposed that the funding be awarded, proposed Cllr. J. Kerr, seconded Cllr. L. Bragg, approved visually and verbally by all. The Chair thanked Mike for attending the meeting.

165. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL 'VIRTUAL MEETING' ON 11TH JANUARY 2021 - the minutes were adopted as a true and accurate record, it was resolved to approve, proposed by Cllr. J. Kerr , seconded by Cllr. R. Theobald, all responded verbally and visually to approve.

166. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING – FOR INFORMATION PURPOSES ONLY
INCL.:

a. **Update the street lighting project** - a list of the first ten lights to be upgraded had been circulated – the priority being to ensure darkness and safety aspects; with regard to the Rushall lights - Cllr. L. Bragg reported that generally the lights sited at the Half Moon, the Pulham Rd. junction and the light at the top of the hill on the Harleston Road (which is largely hidden by trees and bushes) are valued; for future a light at the Hall Road/Harleston Road/Vincent's Garage junction would improve the visibility on this blind corner. It was noted that there might be difficulty in finding a location as the verge is small and street lights need to be away from the roads edge. It was also noted that many of the Rushall residents appreciate the dark skies.

8.03pm Cllr. J. Adlam joined the meeting

- b. **Caretaker update** - the sick note is still missing for 31st. Jan and 1st February. The Caretaker's first day back at work was the 3rd February, he has only worked 12 hours, logged play inspections had been carried out but no sheets had been forth coming; his appraisal has not occurred due to the pandemic - there are several areas need attention by the Caretaker and it was suggested the Personal Working Party should meet with the Caretaker to improve the situation.
- c. **The new website** - Cllr. R. Theobald reported that good progress had been made and intended to contact Steve Jackman to check that the site is ready to 'go live.' Cllr. R. Theobald would welcome feedback on the site.
- d. **The Half Moon** - it has been established that Savills and Global Mutual are the groups involved at present.
ACTION - The Clerk will follow these leads through.
- e. **Bottle Bank fly-tipping** – Cllr. J. Kerr reported that there had been fly-tipping, including deposits of excrement; SNC have been notified and will deal with the matters. The value of the Bottle Bank site to be Agenda item for April. **ACTION** - a further note will be added in the Parish magazine.

167. TO RECEIVE A SHORT REPORT ON GDPR - Cllr. J. Hulett had circulated a short report (attached) – following on from the last meeting it was felt that IT (Information Technology) in future should be a separate agenda item, running in tandem with GDPR; a new working party will have responsibility for maintenance, appropriate codes of conduct, liaising with 1-2-1 Computers, Diss and a policy. Cllr. J. Adlam has offered to set up the Parish Council emails on each laptop; each laptop has its own serial number, along with a number and password issued by the Clerk.

ACTION - It was agreed that the following Councillors would be on the IT Working Party - Cllrs. J. Adlam, A. Goodman, J. Hulett, R. Theobald and Ann Baker

168. HIGHWAYS & PROW:

- a. **Flooding** - additional information from residents in both villages has been received by the Clerk and added to the document; John Pennell, NALC and Norfolk WellBeing has contacted the Clerk, as representative on the Norfolk Strategic Flood Alliance. He reported the group is looking at immediate issues that do not require changes to the law along with a programme of prevention, mitigation and minimisation in the light of climate change. The question of insufficient resources was not addressed. It was noted that Environment Agency and the IDB were not part of the group, both of which are mainly responsible for removing water from the village. A short report was also received from Cllr. R. Hulett – mention of the NSFA as above, along with investigations by Cllr. R. Hulett, Cllr. L. Bragg and Paul Baker to establish the owners/boundaries/ditch situation.

- b. **Road sign damage** - Cllr. Bragg reported weight limit sign damage, on Hall Road – unable to move as there is a specified distance from a junction for such signs; Cllr. Adlam reported sign at the end of Semere Green Lane. **ACTION** - Clerk to highlight both signs to Norfolk CC Highways
- c. **PROW 1 and 3** - Clerk has been in touch with F. Salway to remind her of the need to visit and progress the different issues; A Rushall resident has been in touch again regarding Pack Lane, registered as a Bridleway/PROW – this too will be forwarded to F. Salway.

169. PLAYING FIELD:

- a. **Removal of the conifer on the Playing Field, near to the Bowls Club** - the Clerk reported that Tree Amigos would carry out this work on the 9th March. Ash die-back on Hall Road, Rushall – a 20 -30 foot high tree, this tree requires looking at, Cllr. Goodman will forward this information to NCC who were carrying out the research.
- b. **Skate Park project** - a short progress report from Lydia Barrett, indicating that she had received a quote of £1,500 for a ramp – the Clerk suggested she seek three quotes as this would be requested by any grant bodies. Cllrs. J. Kerr and J. Hulett had looked the Playing Field site and circulated possible options for positioning the ramp. This will be a lengthy project going forward, it was thought there is sufficient space near to the BMX track, with an option to add a picnic bench for those supervising. The Playing Field and Recreation Working Party will need to consider all the various aspects when re-developing the entire site. Dist. Cllr. Duffin stated that both CAF and Saffron would be supportive of such a project. It was proposed by Cllr. J. Kerr that the project should be supported and, subject to on-going conversations between the working party and Ms Barrett a space allocated on the playing field, seconded Cllr. S. Johnson, all agreed visually and verbally. **ACTION** - Clerk will contact Lydia to reassure her that the Parish Council are supportive of the project and that she will need to seek three quotes to submit towards funding grants. Along with supportive evidence to demonstrate a real need for a skate park in the Parish.
- c. **Playing Field issues** - basket swing set - is it prudent to continue to repair this basket and swing set; one quote has been received for a combined set; further discussion around the matter – need to further investigate only one structure can have one basket swing and two swings, it's not feasible to have two basket swings on one structure, it was agreed that the working party group would take a look at the possibility of a set of swings and a possibly two basket swings. In the meantime the basket swing will be removed from the structure. **ACTION** - Clerk to contact the Caretaker, Cllr. J. Kerr offered to help remove the swing.

170. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL: none

171. RECEIPT OF CONSULTEE REPORTS OF PLANNING DECISIONS MADE BY SNC:

- a. **Planning Application** 2021/0089 The Old Harness Shop, The Street, Dickleburgh – demolition of an existing internal chimney - **Approved with conditions** 5th March 2021

172. SHORT REPORT ON THE NEIGHBOURHOOD PLAN - Cllr. A. Goodman reminded Councillors that he had sent out copies of Part 1 of the Neighbourhood Plan, along with the appendices, Part 2 Heritage would follow; he asked that the copies were read, spell checked and he would appreciate comments and amendments. It was noted that the national need for housing should be alluded to in the Plan, it was clarified by the Chair that this indeed is what the GNLP (which is for the Norwich locality) addresses, other counties are producing similar plans.

173. DATES OF FUTURE MEETINGS AND A DATE FOR THE ANNUAL PARISH MEETING - the dates have been circulated for the forth coming year; Regarding the APM, NALC (National Assoc. of Local Councils) recommend that the meeting be held before 7th May (as the legislation come to end on that date), as there will be issues about holding meeting indoors, face masks, ventilation, seating etc. and a reluctance among people to attend such public events; similarly the April agenda or an early May meeting should cover as many lengthy topics via a virtual meeting as possible to ensure that any meeting in May/June is as short. Possible dates would be the 12th or 26th April, the latter was agreed and various issues could be discussed at such a meeting – Commons Committee, NP, Play Area and Recreation working party research. **ACTION** - Clerk to contact the School, various organizations to invite them to attend or send a report.

174. FLY-TIPPING at the Bottle Bank - this was covered in item 166e; Enquiries had been made about large signs for the Bottle Bank; report from Rectory Road at an earlier meeting; fly-tipping on both Semere Green Lane and Moor Road where fridges have been dumped; there is also a great deal of litter on the Pulham Market Road on both sides of the road. Cllr. A. Goodman will contact Smurfit Kappa and Bomfords about this matter.

175. GNL P CONSULTATION - Cllr. A. Goodman explained that this is relating to Reg. 19, it is effectively having to go to consultation NCC putting forward what the final the final document will be, it can only be challenged if one can quote a 'test of soundness,' and comment. It is a technical exercise, thus the Parish Council will not be required to send a response.

Cllr. A Goodman had spoken with another member of the team regarding the number of homes to be built, this has varied at different times of the consultation between 60 and 100. It now appears likely that the number for Dickleburgh and Rushall that there may well be less than 40. It is hope, in the light of this, the sites identified by the NP will be accepted by SNC going forward, providing all aspects of conversations with Developers are met.

176. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- **Cllr. J. Adlam** – proposed an item for the April agenda – he has been unable to apply for grants for the allotments via the Parish Councils. He would like to propose that an Allotment Holders Association is formed. **Agenda item**
- **Cllr. S. Johnson** - has received a further complaint about the encroachment of the hedge past Stoneybroke and the ginnel, with the return of School - Cllr. J. Kerr will speak to the Caretaker; Harvey Lane – pavement improvements - as yet the white line and different coloured tarmac hasn't been installed – this is Highways, need to check the plan that all has been completed
- **Clerk** - had received a mail from M. Everett - He reported there was trespass, criminal damage and destruction on his land, he requested that an article be sent by the Parish Council to the Parish Magazine regarding inflammatory news; The Parish Council do not have any editorial control over the Parish Magazine. The Clerk had sought advice from NPTS (Norfolk Parishes Training and Support group), their guidance was that trespass should be reported to the Police, and that the Parish Council have no jurisdiction on issues of trespass or criminal damage. Another point raised by Mr. Everett was that a change of use to a wetland by the Otter Trust had not been submitted either to SNC/NCC. The matter was discussed at great length - a map showing FP1 & FP2 of the area will be discussed at the April meeting; the restoration of the paths by NCC is being pursued, the pandemic has halted this repair; the Parish Council will put a reminder in the Parish News to residents to 'please keep to paths and to not leave litter.'

160. DATE FOR THE 'VIRTUAL' MEETING AND ITEMS FOR THE NEXT AGENDA ON MONDAY 12TH APRIL 2021 AND THE APM ON THE 26TH APRIL, AT 7.00PM

AGENDA ITEMS - Allotments Association, request about using the football pitch, programme for the APM

The Chair thanked everyone for their attendance.

THE VIRTUAL MEETING CLOSED AT 9. 55 PM

SIGNED

DATE

