



Parish Council Meeting minutes

For 13th March 2023,

7.00pm, Dickleburgh & Rushall Village Centre

PRESENT: Cllrs. Andrew Goodman (Chair), John Adlam, David Leyserman, Sam Johnson, Jim Kerr, Pam Reekie and Robert Theobald

IN ATTENDANCE: Ann Baker (Clerk)

Matthew Hill (Responsible Finance Officer)

MEMBERS OF THE PUBLIC: Co. Cllr. B. Duffin, Dist. Cllr. C. Hudson

158. ACCEPTANCE OF APOLOGIES - Cllr. T. Perkins, Cllr. L. Bragg, Dist. Cllr. M. Wilby - accepted. The Parish Council agreed that until such times as Cllr. T. Perkins is able to return to meetings his apologies will be on-going

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

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

Co. Cllr. B. Duffin - reported that the NCC budget has been approved, the Council Tax has been increased within the Government's cap of 4.99% ; 'Have your say on the County Deal' consultation closes in the near future, details to respond can be found on NCC website. Another tranche of young trees and hedges will be planted throughout Norfolk; a new care farm is among six new tenancies for Norfolk County Farms; funding for National Parks (a portion will be awarded to the Broads) and Norfolk Museums has been received; regarding East Anglia (Green) pylons – both NCC and SCC are supporting the coastal route as opposed to despoiling the many areas of outstanding beauty in the counties.

Dist. Cllr. C. Hudson reported that SNC Council Tax remained the same for the coming year in view of the economic circumstances; there are grant forms available for the King's Coronation events; nomination forms are available until 4th April for the May elections; all residents will need photo ID to vote in person on the 4th May, this is particularly important for young people as Student ID will not be valid; there will be special meeting for the devolution deal/County Deal; Long Stratton have submitted an application for 1,800 new homes for approval as part of the by-pass development; in Harleston the modern toilet block has been removed; Dist. Cllr. C. Hudson asked that the Clerk forward a copy of the email sent to the Election Team regarding the why staff were unable to attend The Octagon Office, in Diss to accept nomination forms as he will raise the issue with the Managing Director.

Dist. Cllr. M. Wilby - had sent his apologies and a report which mentioned the King's Coronation grant, the freeze on SNC Council Tax, local elections on May 4th and the need for photo ID, paper copy included in the file.

The meeting resumed at 7.16pm

8.10pm Cllr. S. Johnson joined the meeting

161. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 13TH FEBRUARY 2023 - the minutes were adopted as a true and accurate record, proposed by Cllr. D. Leyserman, seconded by Cllr. J. Kerr, all approved unanimously

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

- a. **AMENDED CONTRACT FOR THE VILLAGE CARETAKER** (min. 145a) – until such times as the Caretaker returns to work this is in abeyance
- b. **COMMUNITY ASSET PROGRESS ON THE HALF MOON PH** – the form was sent to SNC, no response as yet

163. 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, along with comments had been circulated to all Councillors.

RFO Report – the only credit this month was for 9 Rectory Road, payments scheduled will be addressed following the meeting, including the annual invoice from SNC for Dog Bins, as Warm Rooms finished at the end of February, remaining monies from the grant will be returned to Norfolk Community Foundation;

Summary of the year to date – income straight forward - insurance is slightly over budget, The Little Chippy's insurance is under a separate insurance policy; grounds maintenance was higher; it was also noted that the grounds machinery likely to need servicing in early in the new Financial Year;

VAT returns – these are now sent via a free site, following assistance from HMRC

It was resolved to accept the 'Payments and Receipts sheet,' proposed by Cllr. J. Adlam, seconded Cllr. J. Kerr, all approved

b. **RETROSPECTIVE APPROVAL OF GRANT PAID TO A RESIDENT** - application form submitted - it was resolved to retrospectively approve this payment, proposed Cllr. D. Leyserman, seconded Cllr. J. Adlam, all approved.

Dickleburgh & Rushall Parish Council have the power to grant this under Local Government Act 1972, section 137

164. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:

a. **Planning Application 2022/1571 Furze Green Meadow, Harleston Road, Rushall** - an appeal has been made to the Secretary of State against SNC regarding the Certificate of Lawfulness for existing use of a mobile home for residential use - the Parish Council agreed that the response sent to the original application was sufficient

b. **TO CONSIDER ANY APPLICATION WHICH MAY HAVE BEEN RECEIVED PRIOR TO THE MEETING**

165. RECEIPT OF CONSULTEE REPORTS OF PLANNING DECISIONS MADE BY SNC: none

166. PLAYING FIELD:

a. **WEEKLY PLAY INSPECTION REPORTS** - Cllr. J. Kerr and RFO Matt Hill have continued to conduct the weekly inspections.

b. **A SHORT REPORT REGARDING THE CARETAKER** - The Chair, along with the Finance Officer and three other Councillors met with Mr. Leeder - all had sympathy for his predicament; contact has been made with the HR company recommended by Norfolk Parishes and Training Services enquiring after the possible options – to continue paying him in line with his contract, to employ another person meantime; there are no written reports or appraisals over the years, only email conversations and a record of a recent meeting held with him; the HR consultation may require more than the first free half hour, however once the advice been received a clear decision can be concluded.

Once his absence reaches six months, his salary will be reduced to half pay – which is the equivalent of 5 hours.

A resolution was proposed that a sum of £500.00 be allocated to cover any further meeting time with the HR company, proposed Cllr. J. Adlam, seconded Cllr. J. Kerr

- c. **QUOTES FOR THE REPLACEMENT OF THE ZIP-WIRE - ACTION** - Clerk to contact two other companies
- d. **UPDATE ON THE PROGRESS OF THE PETANQUE COURT ON THE PLAYING FIELD** - thanks to all for ideas in composing application, a bid has been submitted for £10,000.00, it is an estimated twelve week process. It was suggested that the area should be marked out to allow for any comments to be considered - **ACTION** - an outline of the court will be sprayed on the site.

167. Highways & PROW - (i) A local resident is concerned about the path from Diss, this runs parallel to the roundabout, past the entrance of the first property, then stops. It is picked up on the diagonal crossing point. IT has been observed that at times the traffic coming off the roundabout is travelling at 60mph - a safer crossing is necessary; The Chair met with the Police - dual carriageway speed is 70mph, along both Norwich Road and Ipswich Road it is 60mph – the Police stated any signage is advisory; a suggestion of a footpath closer to the crossing island may be safer; the Police have monitored road usage over a ten day period 16,000 cars per day - there were not many breaking the speed limit, although in the early hours and at night time speeds does increase; if Highways make any change, the Police will enforce the change; Speedwatch could assist with this monitoring – those involved will consider this suggestion.

Options – signage may assist, an extension of path past the last property and then along the grass verge

Lorries driving over the weight limit along Rectory Road - there is no sign at the end of Rectory Lane, thus those driving to Harleston, due to the lack of signage any vehicle can travel, regardless of their weight.

(ii) Pack Lane – the owner of the land has been made aware of the modification, there is reluctance to agree to the modification, as there will be responsibility for care of bridleway;

(iii) Lonely Lane – tree blocking path, Clerk contacted landowner and requested removal of blockage.

168. A SHORT REPORT ON THE PROGRESS OF REG. 14 FOR THE NEIGHBOURHOOD PLAN - the Chair – stated that he had circulated the Executive Summary of the Neighbourhood Plan, along with the Executive Summary of the SEA - Pre-Consultation of the draft NP for Reg.14 is ready. The plan will be plan returned to the Parish Council at the next meeting.

The Locality Funding has closed for this financial year, it is anticipated it will re-open in May. However, SNC expect to determine VCHAP, with a Reg.19 inspection in late summer, therefore it would be preferential for the Parish Council to have submitted the Reg. 14. Consultation, prior to SNC specifying site allocations.

The NP team requested that some of the grant of £5,000.00 be used to fund the following - an A4 letter to Statutory Bodies or Homeowners, the Executive Summary of the NP, the Executive Summary of SEA and a response sheet, there will direction to the website, all comments will be logged and noted and if necessary policies will be adjusted, the consultation will last six weeks; At that point Parish Council will present it to SNC for inspection and then Reg. 16. All documents would be available on the website. It was resolved to propose that the print costs were covered, proposed Cllr. J. Kerr, seconded Cllr. R. Theobald, one abstention, all other Councillors agreed.

169. CONSIDERATION OF EVENTS FOR THE KING'S CORONATION 6TH – 8TH MAY 2023 - a meeting was held – there will be a small information box in the March edition of the Parish News. The April edition will have a full front page cover; a grant from SNC has been applied for; fundraisers stalls will be free, businesses will pay a small charge – which would go towards play equipment maintenance; the Royal Scarecrow competition will be open over the whole weekend, with a public vote, a map with locations, voting forms and a formal judging. The aim is minimal expenses for printing and prizes.

170. SOUTH NORFOLK'S VILLAGE CLUSTERS HOUSING ALLOCATION PLAN (VHCAP) - as a Parish Council, through the NP sites, will be allocated. It was agreed no comment would be sent to this consultation

171. ADOPTION OF THE LGA CODE OF CONDUCT AS RECOMMENDED BY SNC - following a short discussion it was proposed that the Parish Council adopt the LGA code of conduct, proposed Cllr. S. Johnson, seconded Cllr. P. Reekie, abstention of 1, all others approved

172. A short report from the Allotments working party - it was reported that there are a number of empty plots - a promotion, indicating plots are available in the Parish News, which could be sub-divided, as 'starter plots' may encourage interested residents to trial gardening. The annual cost from October to October is £24.00, it was suggested that a charge of a £1.00 per month to the end of this season be offered.

The proposal was made to – “‘come and try’ an allotment, sites available on Burston Road and Norwich Road, give it a go from now to October at a reasonable cost,” proposed Cllr. S. Johnson, seconded Cllr. R. Theobald, all in agreement

173. TO NOTE RECEIPT OF: (i) NALC’S ‘HAVE YOUR SAY ON A COUNTY DEAL FOR NORFOLK’ CONSULTATION – open from 13th February until 20th March - Cllr. A. Goodman will compose short response, it would not be beneficial

174. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- Cllr. D. Leyserman – asked when the next Commons Committee were meeting – Cllr. A. Goodman will arrange in near future
- Cllr. R. Theobald – reported that a group of Police Officers had entered an old lady’s house, looking for drugs – it was suggested a letter expressing concerns would be circulated, prior to sending to the local station.
- Cllr. A. Goodman – only 10 lorries were logged on the data

175. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON **MONDAY 17TH APRIL 2023, 7.00PM, AT DICKLEBURGH & RUSHALL VILLAGE CENTRE**
AGENDA ITEMS -

The Chair thanked everyone for their contributions and attendance at the meeting.
The Meeting closed at 9.37 pm

SIGNED

DATE