



## PARISH COUNCIL MEETING MINUTES FOR

11<sup>th</sup> July 2022,

7.00pm, Dickleburgh & Rushall Village Centre

**PRESENT:** Cllrs. David Leyserman (Chair), John Adlam, Sam Johnson, Jim Kerr, Tony Perkins, Pam Reekie, Robert Theobald

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

**MEMBERS OF THE PUBLIC:** Co. Cllr. B. Duffin, Dist. Cllr. M. Wilby

**41. ACCEPTANCE OF APOLOGIES** - Dist. Cllr. C. Hudson, Cllr. A. Goodman - accepted.

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

### **43. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION, COUNTY & DISTRICT - COUNCILLORS REPORTS:**

**Dist. Cllr. M. Wilby** had sent a report that is included in the paper file - he reported that: the Pink Tractor Ladies rally had been a great success - 112 tractors and ladies, pleasure to see them, there was even national recognition on BBC TV; there are 40,000 trees available as part of the Queen's Jubilee - applications can be submitted for planting on October; the Parish Partnership letters for highways improvements have been sent to all councils; there is a bridge closure for three weeks in Pulham Market; a hazardous waste day takes place on the 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup> October; SNC Refuse Collectors have been recognised for their outstanding work throughout the pandemic; Dist. Councillor's member budget was spent on: £300.00 to the 100<sup>th</sup> Bomb Group, £300.00 to Scole Pocket Park and £400.00 to Brockdish & Thorpe Abbots Allotments group.

**Co. Cllr. B. Duffin** – spoke of the increase in COVID numbers recently, advice number - 0300 303 8537 local protection scheme; A. Proctor gave a speech to Norfolk Business leaders at the Norfolk Show regarding devolution; a Norfolk Carers Pack is available online; Holiday fun at the leisure centre across the county for 5 -16 year olds, running from the 25<sup>th</sup> July to early September. Norfolk Records Office has an exhibition on the 'Life of Duleep Singh' who owned estate; By pass – Blo Field dual section starts 2023, Norfolk Distributor route approved by Norfolk County Council; nutrient neutrality is holding up various residential new builds; Co. Cllr. Duffin reported that SNC had not bid for the 'Levelling Up' funding - the Council is one of the few, stating that they didn't think they would have much chance of receiving it - there are many aspects of rural SN that could have benefitted - leisure centres, theatres, bus services, youth provision, each group has requirements – email response, one-off payment – Cllr. P. Reekie offered to draft a letter to John Fuller expressing disappointment. It was agreed to circulate prior to sending.

The Chair, Cllr. D. Leyserman thanked both Councillors for their attendance

*The meeting resumed at 7.15pm*

**44. 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. VAT of £7,000 has been claimed, HMRC changed method of claiming which needs attention; registered a complaint with British Gas as no progress is being made; It was resolved to approve the payments and receipts, proposed Cllr. P. Reekie, seconded Cllr. J. Kerr, approved;
- b. **RECEIPT OF THE ASSET LIST** – this expresses the current value of assets; the hedge strimmer, dog bins, play area repairs, laptops, including software licenses; asset value will have increased this year - DL confirm the list with AG. It was resolved to approve the current list, proposed Cllr. J. Adlam, seconded Cllr. P. Reekie, all agreed
- c. **APPROVAL OF CIL REPORT & NOTE S.137 ALLOWANCE FOR 2022** - Matt Hill had completed the report for SNC. **ACTION** – Clerk to send a copy to SNC

**45. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 13<sup>TH</sup> JUNE 2022** - the minutes were adopted as a true and accurate record, proposed by Cllr. J. Kerr, seconded by Cllr. T. Perkins, all approved

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

- a. **Hedging on the ginnal to Smith’s Close** - Clerk to contact complainant, with an official response indicating the Parish Council weeding pavements or spraying is not within their remit, nor their expenditure remit, it is NCC highways responsibility; hedges cannot be cut as footpath is a private path for residents of the properties that it fronts; hedge H & S issue. It was suggested that Cllr. A. Goodman discusses the compete removal of the hedge with owner of Stoney Broke; it was also noted that the Russian vine on Harvey Lane needs to be cut back – Adam Mayo mention;
- b. **Wildflower verge** – this is an on-going project which is being managed by volunteers;
- c. **East Anglia ‘Green’** – in draft circulated the emphasis was on the coastal route, the harm to environment of Waveney Valley needs to be highlighted; there will be further consultations in 2023 which will benefit from further research and an enhanced response.

**47. SNC PROPOSED MOVE TO BROADLAND BUSINESS PARK** - several Councillors expressed their concerns - running costs will be much less, but the cost of moving sites is high, recovery of money will spread over several years; of major concern is that residents will have to journey to Norwich; there has been no real consultation with the public; people will have concerns about housing, jobs etc and there are no public transport connections to Norwich; members appreciated the reason for saving money - however the local people are an important aspect here, a satellite office in Long Stratton would be beneficial; **ACTION** - write to SNC expressing concerns – including the need to keep in touch with people in the area, which suffers from rural deprivation, poor internet and transport links; It was resolved that the Chair, Cllr. D. Leyserman to compose letter including the above points, circulate to all, then discuss at next meeting - **Agenda item** for September

**48. PROPOSALS TO REPAIR/REFURBISH THE VILLAGE CENTRE** - the various options were explained - to open the Main Hall ceiling – replace the lighting, option of a stage, converting the changing rooms into a café, or adding a conservatory extension to Mikeys Bar - this need would benefit from building a clientele prior to the actual build by running out of the kitchen or barista can. It was agreed until a formal approach had been received from the Village Centre that it should remain as an agenda item

**49. THE NEIGHBOURHOOD PLAN** - September agenda

**50. THE COMMONS COMMITTEE** - Cllr. T. Perkins reported that the TCV completes it’s Clayland Project in September. As a result a new group - The Waveney Volunteers for Nature will continue the work started by TCV. The Chair, A. Goodman has requested that Cllr. T. Perkins put forward a nomination for a representative to join the Commons Committee for the newly named group.

**51. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:**

- a. **Planning Application 2022/1140 The Old Rectory, Burston Road, Dickleburgh** - erection of a new outbuilding, greenhouse, porch and wall forming opening for French doors. Demolition of detached garage and conversion of integral garage into a hobbies room - approved
- b. **Planning Application 2021/1044 - 78 Rectory Road, Dickleburgh** - alteration to property replace existing conservatory with a new bay window and replace garage door to create added first floor usable space - approved

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

**53. HIGHWAYS & PROW:**

- a. **A report from the meeting with Adam Mayo** - Matt Hill reported that the weight limits which shows 7half ton limit refer to delivery/unloading on the road, i.e. Rectory Road, it is still unclear whether the limit extends to Pulham St Mary; a meeting with Smurfit Kappa and Bomfords, Adam Mayo (Highways Engineer) to consider alternative routes, acknowledging that they are a major employer of the area. **ACTION** – it was agreed that Cllr. A. Goodman contact Adam Mayo, along with the transport contractors, and contractors in Harleston to consider current and alternative routes;  
**PROW - FP1** - a meeting has been arranged with members of NCC, PROW team, The Otter Trust. A report will be presented at the next meeting.  
 Norfolk County Council have a responsibility for all PROW, the Parish Council have taken on these duties – is there any likelihood that NCC would assist in payment for this work? A query for Adam Mayo. Are there further areas that residents have noted that require clearing.  
**ACTION** - specific examples where paths require clearing - Cllr. D. Leyserman will send the list to Cllrs. A. Godman, J. Kerr, S. Johnson and J. Adlam for comments , agenda item for September
- b. **Japanese Knotweed** - the identification was sent by Cllr. J. Adlam for circulation; Matt. Hill understands from NCC that the verge cutting was subcontracted out – it was this group that cut through the Japanese Knotweed, thus spreading it, the sub contractor would have known where the plants are as NCC informed them. It appears that The Otter Trust have taken it upon themselves to treat the Japanese Knotweed around the edge of Dickleburgh Moor to prevent spread. Following discussion – would it be appropriate to thank The Trust for on-going treatment?

**54. PLAYING FIELD:**

- a. **WEEKLY PLAY INSPECTION REPORTS** - Cllr. J. Kerr reported that during Jonnie Leeder’s absence that Cllr. A. Goodman and he would carry out the inspections - BMX is not usable in it’s present state, zip-wire and swing set needs replacement - the ground under the swings is in a poor state, it would be sensible to replace with surface similar to the new Toddler Area; the rope swing has been dealt with, although the roundabout is freer it is still not smooth – possibly a new bearing is required rather than just oiling. It was noted that there is always one piece of piece equipment out of action - the shortage of materials is impacting replacement and repair work. **ACTION** - Clerk to request separate quotes for repair to the zip-wire and the new basket swing set to simplify audit queries
- b. **PERSONNEL WORKING PARTY REPORT ON THE MEETING WITH THE CARETAKER** - the meeting with Jonnie Leeder, Matt Hill and Cllr. A. Goodman had been lengthy. A further review meeting will look carefully at his job description - agreeing when, how it should be done, what he is capable of & trying to improve his work, a specific timetable , with on-going dates for review; at present communication is weak, and details in the contract state that he should inform his line manager when ill; monitoring his day to day work load is difficult. **ACTION** to arrange a review date
- c. **RENEWAL OF THE AGREEMENT WITH SCOLE UNITED FC** - no formal plan has come forward as yet for the refurbishment of the Village Centre. Therefore it was resolved re-issue the Rental agreement to Scole FC, proposed Cllr. R. Theobald , seconded Cllr. L. Bragg, all in agreement

- b. **REPLACEMENT OF THE BASKET SWING AND REPAIR TO THE ZIP-WIRE** - Cllr. J. Kerr reported above the state of the zip-wire – it was suggested that the slanting struts are replaced making it safe and usable; the swing set is beyond repair – the supporting pole is in poor condition, the cross beam is wearing, the bolts could pull right through eventually. **ACTION** - It was resolved that a new surface be added to swing set, separate quotes to be obtained for each piece of equipment although work to be carried out together if possible, proposed Cllr. J. Kerr, seconded Cllr. L. Bragg, all in favour.
- c. **INFORMATION REGARDING A BOULES OR PETANQUE COURT** - the reports and photos had been received by all Councillors. Cllr. D. Leyserman suggested an evening at Bressingham to play to see what interest is; site – possibly in the top right corner by the BMX track, or near to Mikey’s Bar encouraging a set of boules in the Bar or possibly in Rushall – a Half Moon site or in the field near garage owned by Angus Paterson. **ACTION** – Cllr. D. Leyserman will contact Alan Jenkins to arrange an evening and circulate the date to all.
- d. **TODDLER PLAY AREA SIGNAGE** - following the recent vandalism it was suggested a Dummy CCTV could be mounted – requirements would be a good telephoto lense, costs of purchase might be included as part of the refurbishment. **ACTION** - Cllr. J. Adlam will look into the costs of a dummy camera. The Village Centre Committee will provide quotes and details of equipment. Regarding signage in the Toddler Area a maximum age would act as a guide to parents, advice from NGF will be sought by the Clerk.

55. **NOTE RECEIPT OF: (I) NORWICH WESTERN ROAD LINK PROJECT (II) NCC PARISH PARTNERSHIP LETTER (III) BRESSINGHAM PARISH COUNCIL’S REQUEST FOR SUPPORT REGARDING THE ANAEROBIC DIGESTOR** - information indicates that to date it has not been built according to plans - it has developed far larger, the rural nature of the roads are unable to cope with the increase of traffic. Following discussion it was agreed to acknowledge receipt of the request and nothing further.

56. **RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:**

- Cllr. S. Johnson – half price Clerk to send link - not sure what this was about, will ask Sam

57. **DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON MONDAY 12<sup>TH</sup> SEPTEMBER 2022, 7.00PM, AT DICKLEBURGH & RUSHALL VILLAGE CENTRE**

**AGENDA ITEMS** - asset register,

The Chair thanked everyone for their contributions and attendance.  
The Meeting closed at 9. 53pm

SIGNED .....

DATE .....