



PARISH COUNCIL MEETING MINUTES FOR
13th June 2022,
7.00pm, St. Mary's Church, Rushall

PRESENT: Cllrs. Andrew Goodman (Chair), John Adlam, Sam Johnson, David Leyserman, Jim Kerr, Tony Perkins, Pam Reekie, Robert Theobald
In Attendance: Ann Baker (Clerk), Matthew Hill (Responsible Finance Officer)

MEMBERS OF THE PUBLIC: Dist. Cllr. C. Hudson

20. ACCEPTANCE OF APOLOGIES - Dist. Cllr. M. Wilby, Co. Cllr. B. Duffin, Cllr. L. Bragg - accepted.

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

22. 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

Co. Cllr. B. Duffin – apologies sent, with a note indicating that his annual grant is available and that this next month discussions would be based around the budget at SNC

Dist. Cllr. C. Hudson - recorded his thanks to the host of volunteers during the Platinum Jubilee celebrations, throughout the Covid pandemic and recent years, where people have come together to support others in a myriad of ways; the deadline for applications to the Community Action Fund ends later this month – grants up to £3,000 - £5,000 pounds are available for volunteer groups only; the members grant is available for smaller projects; the 'Accommodation review' – the decision has been taken that both SNDC and Broadland DC will move to the Aviva site – the senior cabinet and members voted it through, Cllr. Hudson did not vote, he tendered his resignation along with two Conservative others, who have formed an independent group. Co. Cllr. B. Duffin has also resigned as Chair of the Conservative Party; **ACTION** - Councillors requested a meeting with

Dist. Cllr. C. Hudson to discuss the options for refurbishing the Village Centre – external and internal works, along with the Chair of the Village Centre committee. Cllr. A. Goodman will liaise with Dist. Cllr. C. Hudson

The meeting resumed at 7.45pm

23. 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. It was resolved to approve the schedule; Matt Hill reported that this month's income is larger than normal, income included: grant funding for the Electric Vehicle charging units, SNC Platinum Jubilee grant, SNC Section 106 grant (which was used to cover the cost of the toddler playground area) and allotment holder fees; expenditure for similar reasons was equally high – payment for the EV charging points, the final payment for the toddler area; all VAT will be reclaimed this will be in the region of £7,000.00; Excite Solutions have carried out the first cut of PROW – a request for

which paths had been cut was noted; comments were also made re the Playing Field- this was not cut very short and some areas appeared to have been missed. It was resolved to approve the payments and receipts, proposed Cllr. J. Kerr, seconded Cllr. P. Reekie, all approved; **ACTION** - Clerk to speak with the contractor – details of PROW cut and the playing field

- b. **Excite Solutions** - the damage which occurred whilst cutting the hedge in April and the remedial repairs were discussed - steel pins fencing pins were purchased to ensure families/people/children didn't trip/fall into the deep ruts (the verge has now been turned into wild flower verge with donations from residents, TCV and the School) the question was: subject to contract are Councillors prepared to settle the invoice, minus the steel pins (£103.00), it has been appreciated the effort to restoring but the residents are still left out of pocket. It was resolved to propose the invoice minus the steel pins (£103.00), explaining why this has been done, along with the health and safety issue - proposed Cllr. R. Theobald, seconded Cllr. T. Perkins, all agreed; **ACTION** - Clerk to circulate the contract from Excite Solutions to enable Councillors clarity of understanding
- c. **The Internal Audit** - RFO and Clerk confirmed that the papers had been taken to Anne Barnes, the Internal Auditor. The report had been circulated, the content was all positive. The RFO will collect the necessary papers together and forward to PKF Littlejohn, the External Auditors. It was resolved to approve the Internal Audit, proposed Cllr. T. Perkins, seconded Cllr. J. Adlam, all agreed. The Chair thanked Matt Hill RFO for his diligent work in preparing all the papers for both audits
- d. **AGAR Section 2, Accounting Statements 2021-2022** - it was resolved to approve the statements, the Chair signed the sheet, proposed Cllr. T. Perkins, seconded Cllr. D. Leyserman, all approved
- e. **EXPLANATION OF VARIANCES** - the RFO, Matt Hill explained that if there is a variance of more than 15% with the figures from last year's budget and this year's budget, it requires an explanation, the RFO has prepared this paper. It was resolved to approve the 'Statement of Variances,' proposed Cllr. J. Adlam, seconded Cllr. T. Perkins, all agreed
- f. **LIST OF REGULAR PAYMENTS** - this had been circulated to all Councillors, these are regular payments – HMRC, Staff, electricity, insurance etc. that do not require approval at a meeting. It was resolved to approve the list, proposed Cllr. P. Reekie, seconded Cllr. S. Johnson, all agreed
- g. **APPROVAL OF THE FINANCIAL REGULATIONS** - these had been circulated and were presented in their current form for the time being, as these are also due to be amended by NALC. It was resolved to approve the policy, proposed Cllr. S. Johnson, seconded Cllr. P. Reekie, all approved
- h. **APPROVAL OF THE ASSET LIST** - agenda item next meeting
- i. **APPROVAL OF CIL REPORT & NOTE S.137 ALLOWANCE FOR 2022** - an agenda item for July

A vote of thanks was proposed by the Chair to the RFO and Clerk, endorsing the statement made by the Internal Auditor, all agreed

24. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 9TH MAY 2022 - the minutes were adopted as a true and accurate record, proposed by Cllr. D. Leyserman, seconded by Cllr. J. Kerr, all approved

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

- a. **The Little Chippy** – an application not been submitted as yet by Mr. V. Err, it was stated unanimously that the Parish Council would support the opening on Good Friday's
- b. **Burger Van** - the Clerk had contacted the resident who booked the van, requesting the information – none has been provided as yet
- c. **Zip-wire** - as yet the work has not been carried out. NGF Play Ltd. will take a look and provide a quote for repair. **ACTION** - Clerk to follow up with Cllr. Kerr
- d. **Toddler area** - this has now been completed - the young children are enjoying it very much, as are some of the older children. Advice will be sought for the upper age range for the equipment and a notice provided if required
- e. **Signage on new verge** - the Clerk has been in touch with Bex Cross the TCV representative – the School children are still preparing their posters
- f. **Streetlights** - the adjustments have been carried out by TT Jones, Cllr. D. Leyserman has spoken with residents. The Parish Council were pleased with the quick response from the Contractors.

ACTION - Cllr. R. Theobald is to investigate the new wattage, colour spectrum and angle of the housing to see if others need adjustment

- g. **Dog Bin** - the Caretaker, Jonnie Leeder has exposed the post - it is bent at base, establishing that a replacement post is required. Since then the Caretaker has been unwell. **ACTION** - the Personnel Working Party to meet to discuss caretaking issues
- h. **Youngsters on motor bikes** - a resident has confirmed that the police had confiscated the bike, Cllr. J. Kerr had a photo of them driving across the field, which he had sent to the Police
- i. **Actions by Chair** - these were all completed and agreed

26. JAPANESE KNOTWEED - this had been reported six months ago - it is still there. Cllr. A. Goodman and the RFO Matt Hill are meeting with the Highways Engineer in the near future, this will be one of the items raised again. It was pointed out by Cllr. Adlam that there are invasive species like Himalayan Balsam down by the stream on Norwich Road that need removing (the Balsam has regularly been reported to NCC by residents). It was suggested that all Councillors should look around their own areas, create a list, thus identifying all the knotweed and other invasive species too in the villages. **ACTION** - Cllr. J. Adlam will send information and pictures of Japanese Knotweed to all Councillors enabling them to add to the list of sites. All Cllrs with information should send details to the Chair so they can be used in discussion with the Highways Engineer.

27. Signage within the Parish - the Chair asked Councillors to send a list of any road signs that are missing or require repair - Vaunces Lane/Langmere Road near to St. Clements Common, the Dickleburgh sign on Norwich Road, there is a twisted sign at end of Semere Lane, the 40mph sign on Norwich Road, the fingerpost at the junction of Semere Green Lane and Norwich Road near to Gary Spurling's; there is a 'No road through' sign missing on Smith's Close – these will be raised with the Engineer at the meeting, the outcome of which will be an agenda item for July. **ACTION** - Any further additions of signage missing should be sent to the Chair

28. SKATEBOARD FACILITIES - Cllr. R. Theobald reported there has been no progress at present. He agreed to prepare a short questionnaire for the young people in the villages for the September meeting

29. THE NEIGHBOURHOOD PLAN - The Chair reported there was a short meeting arranged for later in the week. It was noted by the Chair that the interim SEA Assessment had taken into account the thoughts of those who had submitted a concerns. Both the HRA and the SEA are being tweaked by the commissioned authorities and are due soon.

30. THE COMMONS COMMITTEE - Cllr. A. Goodman reported that the last set of minutes are with members, they have as yet to be approved. A recommendation had come from the committee - to extend the committee by two members when TCV ceases. One seat would be for current members of TCV who have formed a new group of ten to twelve people who wish to continue the work of TCV on the Commons after September and will be known as the 'Waveney Volunteers for Nature,' the group will still be associated with TCV, with offers of training, support etc. There will be a continuation of the work that has been happening, they are currently working on the constitution and opening a bank account in readiness for Sept. It was suggested that a Community Action Fund Form from Dist. Cllr. James Easter/ C. Hudson be sent to Cllr. T. Perkins; the second seat would a place for a member of the Dickleburgh and Rushall Tree Nursery. This group of residents will be harvesting young trees from the locality the providence of each tree will be from within this parish; it was resolved to approve this proposal, proposed Cllr. J. Adlam, seconded Cllr. D. Leyserman, all agreed

31. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:

- a. **Planning Application 2022/0497 & 2022/0814** - **Manor House**, grade 2* building, retrospective planning permission – replace existing iron gate to solid gates - this matter

was considered – it was agreed the choice was fitting for the building, no concerns were expressed. It was resolved to approve the application

- b. **Planning Application 2021/0156 – Thatchers Meadow, Harleston Road, Rushall** - outline planning permission for three new detached dwellings, demolition of outbuildings, including five lawful dwellings - this application was discussed - the replacement of affordable accommodation with four bedroom houses was of concern. There was a preference for smaller housing which would be in line with the emerging Neighbourhood Plan; as it was outline permission, it was agreed that details of eco-friendly, bio-diversity should be mentioned in the response to meet the emerging Neighbourhood Plan criteria

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

- a. **Planning Application 2022/0668 Airfield Works, Pulham Rd., Rushall** – erection of dry storage structure, Approved 24th May 2022
- b. **Planning Application 2022/0790 Rear of Lyncroft, Harleston Rd.**, demolish existing building & erect a new dwelling, approved with new conditions 23rd May

33. **Queens Jubilee report** – Cllrs. P. Reekie and S. Johnson reported that the events over the weekend had been successful – 18 scarecrows were submitted for the competition and the map was excellent, there were a good number of Regal Crowns from the children, the Swing Band at The Half Moon were good, the beacon lighting was celebrated, the cream teas on Dickleburgh Moor were successful, St. Clements Big Lunch and closing ceremony had a good turn out. There has been requests for another scarecrow competition. **ACTION** - Cllr. P. Reekie will compose a letter of thanks to all who helped and attended for the Parish News, website and the noticeboards

The Chair proposed a Vote of thanks to all members of the Platinum Jubilee Working Party, all agreed

34. **National Grid's East Anglia Energy Enablement consultation** - documents have been received from both the National Grid and SNC. The report on the environment highlight the fragility of Waveney Valley - one of the principal concerns is the long uninterrupted views along the route, which should be protected, along with narrow country roads and ancient field systems; the pylons run counter to these documents - as one travels from the north to the south the pylons will disturb some of the long views from and out over other parishes, there are radiation issues for residents. Alternative options would be to run the cabling under the sea or to put them underground. **ACTION** - It was agreed to respond to the Consultation - indicating that the Parish Council objects to the current option, whilst acknowledging the need for the cable. Cllr. A. Goodman will circulate response to all Councillors

35. HIGHWAYS & PROW:

- a. **Weight limit restrictions** - this will be on the agenda for the meeting with Adam Mayo, Highways Engineer for South Norfolk area - Agenda item for July
- b. **Update on Quiet Lanes** - as above - the job has commissioned, a response is expected from Adam Mayo, as above
- c. **PROW - FP1** - again on the agenda for the meeting with Adam Mayo

36. PLAYING FIELD:

- a. **WEEKLY PLAY INSPECTION REPORTS** - only one inspection this month. The Caretaker has been sick between 24th May -12 June, concerns were raised - the Caretaker has been in situ for 5yrs – his entitlement is 6mths full pay and 6mths half pay, the contract indicates that if he is ill who he should inform; this is the busiest time of the year and he is getting behind with work, is it necessary therefore to look for a relief; **ACTION** – the Personnel Working Party will arrange a meeting next week, with a view to creating where jobs need to be prioritised and what the bare minimum could be. Cllrs. J. Kerr and A. Goodman will check the play equipment for the next month. **Agenda item for July**
- b. **TODDLER PLAY AREA** – this is proving very popular; **ACTION** - Clerk to contact NGF to collect the remains of the old equipment left behind, to check the roundabout bearings, advise about

replacing wooden supports on the zip-wire and basket swing; signage – for the new toddler area – with advise about age or height

c. **VERGE** - Cllr. A. Goodman reported that TCV/Bex Cross will arrange for some of the children's posters to be placed along the route

37. LITTER PICK REPORT - due to short notice and a lack of advertising, along with no school involvement resulted in quiet litter pick, twenty bags of rubbish were collected by Councillors, their families and resident family. The Rushall litter pick is carried out on an individual basis. SNC were informed of the collection point

38. NOTE RECEIPT OF: (I) LETTER FROM THE SCHOOL RE TOWN LAND TRUST ALLOTMENT AREA – a copy of a letter sent from Dickleburgh Primary Academy to the Town Land Trust had been circulated to all Councillors. It outlined the possible use of the orchard end and grassed area behind graveyard by the School as part of their Forest School programme. Cllr. J. Adlam explained that the Townland Trust was considering allowing the School to use the orchard area of the allotment area.

39. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- Cllr. J. Adlam - had received a call from an irate parishioner re the hedge which is in need of cutting, between Smith's Close, Stoney Broke, Millers Drive – some of the brambles are at child eye level height. The hedging edging the front of this row of houses is private land. The Russian Vine, on Harvey Lane is again over spilling onto footpath. **ACTION** – Cllr. J. Adlam will respond to the resident
- **Cllr. D. Leyserman** – enquired about a petanque pitch in the villages, the nearest pitch is at Bressingham. Cllr. D. Leyserman will report back to the next meeting regarding the dimensions, surface etc. agenda item
- **Cllr. P. Reeves** – asked all Councillors to remove any Jubilee posters if there are any on remaining posts

40. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON MONDAY 11TH JULY 2022, 7.00PM, AT DICKLEBURGH & RUSHALL VILLAGE CENTRE

AGENDA ITEMS - asset register, petanaque

The Chair thanked everyone for their contributions and attendance.
The Meeting closed at 10.20 pm

SIGNED

DATE

