



PARISH COUNCIL 'VIRTUAL' MEETING MINUTES FOR

8th February 2021

conducted via Zoom, due to Corona Virus restrictions

ON SCREEN: Cllrs. Andrew Goodman (Chair), Les. Bragg, Janice Hulett (Vice Chair), Richard Hulett, 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. Cllrs. M. Wilby & C. Hudson, 1 resident, Dist. Cllr. B. Duffin

139. ACCEPTANCE OF APOLOGIES - Cllr. J. Adlam - accepted

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

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

Dist. Cllr. C. Hudson - wished to extend his thanks to farmers and volunteers for their help in clearing the roads; the Greater Norwich Local Plan (GNLP) consultation is open for comments until the 15th March 5.00pm, via the on-line form; the 2021 Census Day will be March 21st – County, District and Parish/Town Councils will encourage residents to support the census – residents will receive a letter with a unique access code to complete their census online, paper questionnaires will be available on request;

Dist. Cllr. M. Wilby – had sent a report earlier in the day - he added his thanks to volunteers and farmers for assistance in clearing the roads and providing access to local facilities; promoted the Census - there will be representatives who will assist, co-ordinate and resolve issues; the Census will also be promoted via social media and other outlets; Dist. Cllr. Wilby referred to the new taskforce that has been formed to look at/strengthen resilience to flooding. The taskforce is headed by Lord Dannatt, it involves agencies such as: Anglia Water, The Environment Agency, the Internal Drainage Board, National Farmers Union, County and District Councillors and others; Norfolk has seen an increased number of people using adult learning services; the County, in partnership with Norfolk Community Foundation and the Eastern Daily Press has provided via the 'Every Child Online' campaign opportunities for every child to learn digitally - 01603 774777 for free online learning; Any one experiencing difficulties should speak with the Library Staff on 01603 774777; Dist. Cllr. M. Wilby said that Karen O'Kane is probably the best person for Dickleburgh with regard to Broadband issues, the Clerk has her details; the SNC budget will be discussed and agreed at the February meeting; Cllr. A. Goodman asked Dist. Cllr. M. Wilby to note that he had been in touch with Bob West, the SN Highways engineer regarding who owned the verges in the parish; Pulham Road has also been addressed by Bob West, until such times as the water levels recedes the matter is not easy to resolve.

Co. Cllr. B. Spratt - re-iterated that Tom Fitzpatrick is the portfolio holder for Broadband, he should pass information onto Karen O'Kane; Co. Cllr. hoped that BT's work on Harleston Road south should have finished by the 5th February; the grips in the County have been cleaned, however not all grips reach the ditches, which then causes issues; the new taskforce will have many problems to address. It is hoped that the final report (from the Dannatt Taskforce) will result in positive actions; the Council Tax will be discussed and agreed at the next meeting – NCC have raised their share by 4%, the Police by 6% and SNC have raised their share - Co. Cllr. B. Spratt has already received calls from anxious residents who have lost jobs, limited income etc. and fear they will be unable to pay the taxes; he noted that Dickleburgh Academy had been closed for the day and will probably remain so for the next couple of days due to the heavy snowfalls. Cllr. A. Goodman asked if residents still have concerns about the flooding whom should they contact – the reply from Dist. Cllrs. Wilby and Hudson was to the Local Lead Flood Authority (LLFA) or either Co. Cllr. M. Wilby or Co. Cllr. B. Spratt who would pass on any reports or summaries to Lord Dannatt.

Lydia Barrett, a young resident - thanked the Parish Council for taking the time to listen to her idea - to create/build a small skate park, similar to that in Burwell, Cambridgeshire – a simple 10m x 10m concrete park, which is beginner friendly and would encourage the young people in the villages to take up the sport – it

encourages many aspects of teamwork, social skills, physical and mental benefits for older young people, only 46.8% of youngsters meet the required fitness level; Possible sites - Lydia has considered an area off Wood Lane or on the Playing Field; in her view the funding/costs would be minimal – Lydia would look to raise funds, she also has contacts in the building trade who may provide their labour freely, materials at cost – such as DLC Building Services; Diss does have a park but it is difficult to access unless you have transport and is not beginner friendly; a set of safety rules would also be published on the site, all skaters to wear safety gear, a litter bin, possibly a protective fence which would open the area at specific times of the day; it would also attract youngsters from Rushall, Scole, Harleston, the Tivetshalls – it is friendly group of youngsters, sharing sessions, non-class culture. Cllr. A. Goodman thanked Lydia for her excellent presentation, he asked if there were any questions – was she aware of currently how many were looking to be involved in this activity; Co. Cllr. B. Spratt asked Lydia to contact him to possibly offer a small grant, he complimented her on her enthusiasm – the item will be discussed later. The Chair thanked Lydia for her attendance and presentation.

**The Chair thanked all for their attendance.
The meeting resumed at 7. 27 p.m.**

- 142. 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, proposed Cllr. D. Leyserman, seconded Cllr. J. Kerr, all members verbally and visually approved;
 - b. Approval of the monthly statements of accounts - it was resolved to approve the statement, proposed Cllr. J. Hulett, seconded Cllr. L. Bragg, 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. Issues included – the involvement of Green Angel, requirements on annual costs, donations and increase in advertising charges. It was agreed that it would be beneficial if Mike Hodgkinson could attend the next meeting to clarify some of the issues raised and the magazine's future. **ACTION** – Clerk to invite M. Hodgkinson to the March Meeting.
- 143. 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. Hulett, seconded by Cllr. R. Theobald, all responded verbally and visually to approve;
- 144. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING – FOR INFORMATION PURPOSES ONLY**
INCL.:
- a. **Update on the leases (item 132)** - nothing has been heard to date.
 - b. **Caretaker update** - the Caretaker intends returning to work, the RFO requested a sick note for the 29th Jan. and 1st Feb – **ACTION** - Clerk to request; Cllr. J. Kerr will keep in close contact with the Caretaker.
 - c. **Litter Pick** - Cllr. A. Goodman reported that on a local Facebook page concern had been expressed about the amount of litter around the villages. It was suggested that the Parish Council should organise an event. Councillors discussed the matter, points raised – the lockdown restrictions do not permit the meeting of people, only exercise with one other, the equipment would require safe distribution, collecting of litter bags – all of which would compromise the regulations. Sympathies lay with those who raised the matter, but there were too many reservations to permit it to be organised by the Parish Council currently. Those residents able to collect litter in specific areas independently would be welcomed by the Parish Council. The Annual Litter Pick would be arranged at a time when restrictions permitted such gatherings. **ACTION** - Cllr. A. Goodman would convey this to the group.
- 145. TO RECEIVE A SHORT REPORT ON GDPR** - Cllr. J. Hulett reported that security issues around the Parish Council's emails and forthcoming issue of laptops now required dedicated IT support. The new laptops need to have a safe, secure email connection and domain, with updates where necessary, which such an IT support would provide. Necessary protocols and policies would be issued. Cllr. J. Hulett will contact Cllr. J. Adlam to clarify the arrangements with Paston Chase. Having spoken with 121Computers, they work in tandem with a company called Echo who, for a fee would set up a support package, look after the software, changing of passwords regularly etc. Further investigations will ensue and be reported at the March meeting. In light of the aforementioned, the oversight and control of the Councils laptops and maintenance would now reside under an IT heading, with GDPR in tandem as appropriate.

146. HIGHWAYS & PROW:

- a. **Flooding** - further to the Dist. and Co. Cllrs. input at the start of the meeting Cllr. R. Hulett reported that he, Cllr. L. Bragg and Paul Baker (a resident) are collating evidence of incidents, landowners, drainage flow etc. In response to Co. Cllr. Spratt, Cllr. R. Hulett would compose an overview of the situation, circulate to the Chair and Vice-Chair and forwarded Co. Cllr. B. Spratt for onward transmission to Lord Dannatt and the Taskforce when they meet later in the week.
- b. **Harvey Lane verges** - the Clerk had been contacted by a concerned resident of Harvey Lane that at a point near to the Village Centre car park the verge had been reduced to such a point that there was no refuge for pedestrians, who could be forced into a potentially deep water filled ditch. **ACTION** - Clerk to send photos to SN Highways engineer Bob West, Co. Cllr. B. Spratt, Dist. Cllrs. M. Wilby and C. Hudson.

147. 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. The replacement of the rotten log in the play area will be removed and another log added, as the trunk of the fir that is being cut down is not large enough to be used for seating. The wood will be logged into manageable pieces for residents to collect, the debris removed. They will also lift the crown and remove the dead branch from the willow near to Green Farm House, Langmere Green, as above the branches will be cut into manageable pieces for residents; quote agreed as £900.00 +VAT.
- b. **Maintenance of the Playing Field** - Excite Solutions had been in touch regarding the reduction of cuts from 13 to 9. A suggestion was made that a portion of the costs from the cutting of the PROW might cover two further cuts. Councillors discussed this, it was felt that Excite Solutions should manage the cuts as and when there was maximum growth, but should only carry out nine cuts - the matter would be reviewed again at the end of the cutting season. The hedging should also be on a two year rotation, thus the football pitch side be cut this year. **ACTION** - Clerk to contact Excite Solutions
- c. **Play Inspection** - Cllr. J. Kerr reported that he had carried out an inspection of the equipment - the post on the swing set nearest the basket swing had deteriorated – this is a high priority for attention. **ACTION** - high priority for replacement, quotes for replacement to be sought

- 148. RECEIPT OF INFORMATION REGARDING A SKATE PARK** - the Parish Council received a detailed verbal presentation from Lydia Barrett - details outlined in the Public Session. There was general agreement that the Parish Council could only become financially involved if it was erected on Parish Council owned land. It would be safer for the site to be on the Playing Field, perhaps near to or replacing the BMX track, where there are members of public around in case of accident or any other problems. It was suggested that Lydia gather evidence of support/use for such a venture to support any grant applications that she may make. **ACTION** – The Playing Field and Recreation Group to visit the Playing Field area to investigate and consider a site suitable for such a project. This could involve the possible refurbishment of the area. The Working Group would report back at the next meeting. The Clerk – to send details of Co. Cllr. B. Spratt and Dist. Cllr. B. Duffin to Lydia Barrett for further funding applications.

149. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:

- a. **Planning Application 2021/0018** - Agricultural building at Orchard Farm, Norwich Rd., D'burgh – variation of conditions 2 & 10 of 2017/1650 amendments to boundary treatments - it wasn't clear if there were to be a new entrance to the properties, concern expressed regarding the ancient hedgerow that borders the whole site – **ACTION** - Clerk and Chair to clarify with SN Development Management these issues then formulate a reply, to be circulated with the response to be sent to SNC;
- b. **Planning Application 2021/0089** - The Old Harness shop, The Street, D'burgh – demolition of existing internal chimney - it was resolved to approve this application;
- c. **Planning Application 2020/2270** - Agricultural building adj. to 2 Lyncroft, Harleston Rd., to a dwelling House – amended plans to parking & road splay - the splay onto the highway was again raised as an issue, this is a blind corner exiting onto a 60mph highway. **ACTION** - It was resolved to register the concern still felt about the driveway onto the Highway

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

- a. **Planning Application 2020/2130** - Willowdene, Semere Green Lane, D'burgh – Approved 20th January 2021
- b. **Planning Application 2020/2209** - Low Brook House Semere Green Lane, D'burgh - Approved 21st January 2021

- 151. SHORT REPORT ON THE NEIGHBOURHOOD PLAN** - Cllr. A. Goodman sent the section of NP Plan – T1,. He confirmed that further documents will be sent in due course, requesting Councillors read through and return any comments, typing errors etc.
- 152. A REPORT ON THE WEBSITES** - Cllr. R. Theobald is managing this project, a sample of the new website was displayed for all to view. Cllr. R. Theobald stated that he has every confidence that the new site will be ready for use before the end of March, there will be other pages, that can be added and additional information the current pages. The Chair extended his thanks to Cllr. R. Theobald for the amazing progress he had made during the last month. Thanks were also extended to Andy Chappell for the excellent work he has done and continues to do on the WordPress site.
ACTION - Cllr. R. Theobald to circulate a list of pages. The Clerk will contact Steve Jackman at WIX to check the site is ready to launch.
- 153. A SHORT REPORT REGARDING THE HALF MOON/COMMUNITY PUBS** - Cllr. A. Goodman had spoken with SNC who had indicated that the Parish Council can identify The Half Moon as Community Asset, thus placing restrictions on the site. **ACTION** - Cllr. A. Goodman to clarify with SNC Neighbourhood Planning team that the Parish Council can identify and list the building and Community shop as assets; Clerk to endeavour contact Sarah Campbell Jones and/or Enterprise Inns.
- 154. RECEIPT OF INFORMATION REGARDING THE STREET LIGHTS** - Cllr. Theobald will identify, circulate the ten lights in the first phase of the project, with a priority on safety in areas where it is dark; he asked for clarification as to whether the lights on Pulham Market Road and Harleston Road, Rushall were working. **ACTION** - Cllr. L. Bragg will take a look and report back to Cllr. R. Theobald. Cllrs. D. Leyserman and Bragg to investigate if the residents wish to keep the street lights or have them disabled.
- 155. RECEIPT OF INFORMATION ON CREDIT UNIONS** - Cllr. J. Adlam had circulated the information about the credit unions to all Councillors. Currently none of them are accepting new deposits. As Cllr. J. Adlam was not present the RFO – Matt. Hill had carried out some further research - Eastern Savings and Loans, Cambridge Co-Operative – neither could offer immediate access, no interest is payable, but rather it is paid back via dividends. Matt. Hill indicated that it is not in the Parish Council’s remit to hold surplus funds without having plans to use them, with the current budget planned accessibility and ease of access to the money is key. It was agreed not to pursue this idea.
- 156. RECEIPT OF PARISH COUNCIL MEETING DATES FOR THE FORTH COMING YEAR:** TO BE CIRCULATED
- 157. RECEIPT OF QUOTE FOR REPLACING THE VILLAGE CENTRE CEILING:** the quote was noted. As it was unclear as to how far such a project would be taken to refurbish the Village Centre it was requested that further clarification from the VC Committee was required, particularly as this year’s Budget has been agreed.
- 158. RECEIPT OF THE FOLLOWING PAPERS:**
- a. **GNLP Pubic Consultation** - it was agreed a response would be prepared by the Chair for circulation prior to the next meeting
 - b. **The Armed Forces Covenant** - it was felt that the RBL provided good support for families and servicemen, there was no specific relevance or details about how it would work locally. It was agreed not to sign this covenant.
 - c. **Community-Led Homes seminar** - this was noted
 - d. **SNC Grant for Businesses** - this will be displayed on the current website- Clerk to ACTION
- 159. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:**
- **Cllr. S. Johnson** - had received information that there had been an increase of dog poo on Rectory Road and surrounding area – Clerk to notify Caretaker;
 - **Cllr. R. Theobald** - would investigate the odd numbering system on Beech Way;
 - **Cllr. A. Goodman** - reported that The Commons Committee would meet towards the end of the month;
 - **Clerk** - reported that the School thanked the Parish Council for their concern about ‘home schooling’ during this lock down - all pupils had sufficient access to laptops and broadband; the young person using a skateboard around the Churchyard paths would be spoken to by one of the Churchwardens, the feeling from the PCC was that it was

doing no harm at all – it was important to support young people’s mental and physical health. The person making the complaint would be contacted by the PCC and the nub of the issue discussed.

160. DATE FOR THE ‘VIRTUAL’ MEETING AND ITEMS FOR THE NEXT AGENDA ON **MONDAY 8TH MARCH 2021, AT 7.00PM**

AGENDA ITEMS -

The Chair thanked everyone for their attendance.

THE VIRTUAL MEETING CLOSED AT 10. 25 PM

SIGNED

DATE