



ANNUAL PARISH COUNCIL MEETING MINUTES FOR
9th May 2022,

8.00pm, Dickleburgh and Rushall Village Centre

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

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

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

1. **ELECTION OF THE CHAIR OF THE PARISH COUNCIL AND THE SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE** - Cllr. S. Johnson proposed Cllr. A. Goodman Cllr. D. Leyserman seconded, there were no other proposals, all Councillors approved
2. **ELECTION OF THE VICE-CHAIR AND THE SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE** - there were no nominations, agenda item for June
3. **ACCEPTANCE OF APOLOGIES** - Cllr. Pam Reekie, Cllr. Tony Perkins - accepted.
Co. Cllr. B. Duffin, Dist. Cllr. M. Wilby, Dist. Cllr. C. Hudson - had all attended the Annual Parish Meeting earlier and presented their Annual reports
4. **DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED** – none
5. **ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION, COUNTY & DISTRICT - COUNCILLORS REPORTS:**
None to report
6. **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. The Precept was paid into the account in May rather than April - the figures will right themselves next month; the NCC Electric Vehicle grant was received and paid to Anglia Car Charging; the expenditure is in line with expectations. It was resolved to approve the schedule, proposed Cllr. J. Kerr, seconded Cllr. J. Adlam, all approved;
 - b. **The Internal Audit** - RFO and Clerk confirmed that the papers will be taken to Anne Barnes, the Internal Auditor in early June.
 - c. **AGAR Section 2, Accounting Statements 2021-2022** - the Annual Governance statement was approved and signed by the Chair, proposed Cllr. J. Adlam, seconded Cllr. L. Bragg, all approved
 - d. **APPROVAL OF THE FINANCIAL REGULATIONS** - these were presented in their current form for the time being, these are due to be amended by NALC. It was resolved to approve the policy, proposed Cllr. J. Adlam, seconded Cllr. D. Leyserman, all agreed

- e. **APPROVAL OF THE FINANCIAL RISK ASSESSMENT** - this had been circulated to all Councillors prior to the meeting. It was resolved to approve in it's current format, proposed Cllr. D. Leyserman, seconded Cllr. J. Adlam, all approved

8.20 Cllr. R. Theobald arrived

- 7. **APPROVAL OF STANDING ORDERS** - these are the current Standing Orders, NALC are amending some of the content, these will be circulated in due course. it was resolved to approve the current version, proposed Cllr. J. Adlam, seconded Cllr. R. Theobald, all approved
- 8. **APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 11TH APRIL 2022** - the minutes were adopted as a true and accurate record, the DC & CC will be amended to read correct body – NCC not SNC it was resolved to approve the corrected minutes, proposed by Cllr. D Leyserman , seconded by Cllr. J. Adlam, all approved
- 9. **MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING – FOR INFORMATION PURPOSES ONLY INCL.:**
 - a. **Update on the street lights project** (minute 170) - this is still ongoing
 - b. **Response to Diss & District Neighbourhood Plan** (minute 196) - a response will be prepared and circulated, there is nothing that directly affects Dickleburgh & Rushall villages
 - c. **The Little Chippy** – the Clerk had taken the letter explaining that the approved planning application prevents opening on Bank Holidays. It was suggested that following the Queen’s Platinum Jubilee Mr. Er should apply to SNC to change opening hours to include Bank Holiday Friday’s **ACTION** - Clerk and Chair to liaise with Mr. Er. The question of the Burger Van on the Village Centre Car Park on the Jubilee occasion – it was agreed that providing they have the correct licenses this would be agreeable **ACTION** – Clerk to contact member of Jubilee working party to confirm these details
- 10. **INSTALLATION OF CHARGING POINTS AT THE VILLAGE CENTRE** - installation of three charging points. A presentation from Anglia Car Charging to the Village Centre Management Committee was reassuring in terms of finance and risk; the company were prepared to go with the arrangements that best suit the Village Centre and Parish Council - it was noted that although attached to the Village Centre, the chargers would be the property of the Parish Council. Following the meeting between the two Finance Officers – Matt Hill and Chris Davy it was concluded that it would simpler for the Parish Council to arrange the finances for this project - details will be sorted in due course. It was resolved to approve the installation and management of the three EV Charging Points at the Village Centre, using the Parish Council’s Power of General Competence, proposed Cllr. A. Goodman, seconded Cllr. J. Kerr, all agreed. **ACTION** - A note will be placed in the Parish News announcing the new installations and clarifying the new parking restrictions
- 11. **THE NEIGHBOURHOOD PLAN** - A presentation was made at the Annual Parish Meeting
- 12. **PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:**
 - a. **Planning Application 2022/0790 Agricultural Building to the rear of 2 Lyncroft, Harleston Rd., Dickleburgh** - to demolish existing agricultural building and erection of a new dwelling - it was agreed that the response would re-state that the preferred option for the entrance to the site was the track to side of 1 Lyncroft, ensuring good site lines and the safety aspects for all road users
 - b. **Planning Application 2022/0828 Land at Ingrams Rd., Brockdish** - to note receipt of the application - there were no comments are required
- 13. **RECEIPT OF CONSULTEE REPORTS OF PLANNING DECISIONS MADE BY SNC:**
 - a. **Planning Application 2022/0616** - Kings House, The Street, Dickleburgh – works to trees in a Conservation Area - Approved 26th April 2022

- b. **Planning Application 2022/0145 & 2022/0146** - Whispering Trees, Weggs Farm, Common Rd., Dickleburgh - Approved 29th April 2022

14. Queens Jubilee report – the plans are developing well. The next meeting is on Tues. 10th May at 7.30pm where the final details of the programme for publishing will be confirmed. SNC had confirmed that the Parish Council had been awarded a Jubilee grant. The Finance Officer will check the bank account

15. ARRANGEMENTS FOR THE LITTER PICK, THE WEEKEND OF 11TH /12TH JUNE, 10.00am at the Village Centre - Smurfit Kappa have already carried out a litter pick recently in Rushall. The School and Beavers will be notified of the event, which will happen in Dickleburgh on the Saturday. Cllr. D. Leyserman and the Clerk will discuss the details for the Rushall litter-pick over the weekend; it was suggested printing out some of previous posters from school, altering the dates, Clerk to circulate; there are sufficient pickers and bin bags, Hi-Viz jackets for young people will be requested from SNC; Cllr. J. Adlam offered to bring his trailer to the Village Centre leaving it on the car park on the Saturday removing the trailer and sacks to the farm on Common Road - SNC will be contacted to collect the bags as soon as possible from Cllr. J. Adlam's farm; It was suggested that there are clearer instructions as to what goes in recyclable rubbish bags, all other rubbish in the black sacks; Arrangements for the collection of litter pickers, bags, gloves and jackets from the Clerk's in Rushall, Cllr. D. Leyserman will contact Graham Kerry to ask if he would permit the rubbish bags to be left and collected from somewhere on his property - information will be circulated

16. HIGHWAYS & PROW:

- a. **Update on Quiet Lanes** - Adam Mayo and Co. Cllr. B. Duffin have been liaising. Holly Keatley has emailed that due to a backlog of projects, caused by a staff shortage (Covid 19) and shortage of materials all projects are behind (27th April 2022)
- b. **PROW - FP1** - at a recent meeting, a number of interested parties (NCC, Highways, Bridge Technicians, Countryside Access Officer, The Otter Trust, the IDB and historic England) attended at the Village Centre on Tues. 26th April at 2.00pm - a successful meeting that agreed all parties were seeking a solution to provide access across the Moor. There are a series of mitigating factors - times when The Otter Trust were unable to pump, archaeological evidence has been found dating to the Bronze Age - further investigation is required. The geology of the Moor includes chalk base with deposits of peat (peat cannot be put at risk). It was accepted that the Moor is known to have a natural bowl of water, fed naturally with water from a 30mile radius. The site acts as a migratory area for wading birds. The suggested cost of a new bridge would be in the region of £100,000.00. It is possible that even with the re-establishment of the culvert, costing in the region of £16,000.00, the safety of such a structure and access could not be guaranteed. With extreme weather conditions becoming more common alternative routes - to the north and south routes may be suggested. Heritage England may designate the site as a site of national importance. A culvert and permissive path may well be the obvious answer. NCC were prepared to offer a grant of up to £6,000.00 to The Otter Trust to assist with the work. It was agreed that ultimately The Otter Trust were to establish and make the path happen, work to provide public access should be started by September 2022

17. PLAYING FIELD:

- a. **WEEKLY PLAY INSPECTION REPORTS** - Jonnie Leeder noted that an upright is rotting on the zip-wire - this is closed off at present, as a member of the public also reported wobble on the post when his children were using it - **ACTION** - Clerk to speak with NGF and other play builders for quotes to replace/repair the zip-wire
- b. **TODDLER PLAY AREA, NGF** - the equipment has all been installed and inspected, rubber was laid on a membrane, the remainder of previous frame now needs to be removed. It was suggested that there should be a notice with the recommended age/height information stated. **ACTION** NGF may suggest signage age range; Clerk to contact SNC for s 106 monies from Brandreth Close build

- c. **VERGE** - the damaged area has been repaired, planted and seeded by Jackie Patching, Anne Acres, Lusie Ambler and Bex Cross from TCV; the School have assisted with the sowing of seeds and are designing posters to keep people from walking on the new growth - the metal stakes have been removed as some were thrown into adjacent gardens, fortunately no-one was hurt nor was there any damage to property; the Caretaker is watering three times a week, **ACTION** - Cllr. A. Goodman to contact Bex Cross to assess the progress of the posters

18. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- **Cllr. S. Johnson** - reported that she had been informed that there are a number of young people riding a motorbike up and down Rectory Road, without number plates, they have been seen, on least two occasions riding up the middle road and without helmets – the Police have been informed
- **Cllr. J. Adlam** suggested that the use of CIL monies had both financial and actual benefits to the communities
- **Cllr. J. Kerr** noted that the dog bin at the Bottle bank is in very poor state; Cllr. J. Kerr is happy to meet and advise the Caretaker and Chair as to where the new bin could be positioned safely
- **Cllr. D. Leyserman** – has received a complaint that the new street light shines directly into bedroom opposite, unlike the old light which went off at midnight this one no longer goes off. The lamp post is sited outside Cllr. D. Leyserman’s - possible angle realignment or adjusting the intensity

19. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON MONDAY 13TH JUNE 2022, 7.00PM, AT ST. MARY’S CHURCH, RUSHALL

AGENDA ITEMS - Audit, Skate board progress, BT box, review of the Queen’s Platinum Jubilee

The Chair thanked everyone for their contributions and attendance.

THE MEETING CLOSED AT 9. 42 PM

SIGNED

DATE