



PARISH COUNCIL MEETING MINUTES FOR
11th April 2022,
7.00pm, Dickleburgh and Rushall Village Centre

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

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

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

178. ACCEPTANCE OF APOLOGIES - Dist. Cllr. Martin Wilby, Cllr. Pam Reekie - accepted

179. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED –

Meeting adjourned at 7.08pm

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

DIST. CLLR. C. HUDSON - reported – at the recent special meeting of the District Council, 13 motions had been presented the Labour representatives walked out, as did the Liberals and The Greens, thus withdrawing motions the meeting closed; It is great to see the children’s new play equipment is nearing completion, to hear the progress of the project for Electric Vehicle charging and that the new cycle/walking routes are progressing; NCC is purchasing 15 single-decker from 2024; there is a new Re-Use Shop at the Harford Bridge Park and Ride centre; ‘Swift Responses’ is a new service available 365 days a year, further details on the SNC website; SN Community Award nominations open; new charges for DYI waste will have to be put into law, as yet there is no clear time scale – it has been noted that 80% of fly-tipping could be taken to tip – there is a need to educate residents on this matter.

CO. CLLR. B. DUFFIN - reported that: at the recent special meeting of the County Council, 13 motions had been presented - the Labour representatives walked out, as did the Liberals and The Greens, thus withdrawing motions the meeting closed; the charging points installation should be prompt, Co. Cllr. B. Duffin thanked the Parish Council for the necessary paperwork; he is working on the Quiet Lanes project with Adam Mayo, Highways Engineer for S. Norfolk.

There were no further questions or issues raised, the Chair thanked them both for their contributions.

The meeting resumed at 7.25 p.m.

181. 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. There was a report for final month of the financial year; grant funding for tree nursery – which went in and out of the account in the last Financial Year; the annual dog bin invoice was correct; income was in line with the budget, it was noted that the tree nursery and some allotment income from 2020/21 were not included in budget; salaries slightly down on this year’s budget; Jonathon Leeder’s timesheets now arrive regularly; the Finance Officer is still waiting for British Gas to send an invoice – he will contact other Parish Councils to see who they use, as the situation is unacceptable; subscriptions and salaries are the main payments this month. It was resolved to approve the sheet, proposed Cllr. D. Leyserman, seconded Cllr. T. Perkins, all approved;

- b. **Approval of the final Quarterly Bank Reconciliation for FY 2021 -2022** - this had been circulated, it was resolved to approve the figures, proposed Cllr. R. Theobald, seconded Cllr. J. Kerr, all approved
- c. **Finances for the Tree Nursery** - a grant of £1,555.00 had been received on the 31st March, and immediately transferred out to the person heading up the project. It was resolved to approve receipt and forwarding of the payment, proposed Cllr. D. Leyserman, seconded Cllr. T. Perkins, all agreed
- d. **The Internal Audit** - RFO and Clerk to arrange – towards mid-May/early June
- e. **THE NATIONAL JOINT COUNCIL FOR LOCAL GOVERNMENT SERVICE PAY INCREASE** - this is retrospective approval for an increase of 0.17pence per hour for the Caretaker and 0.21pence per hour for the Clerk. The NJC recommend payment was to be back-dated to April 2021. It was resolved to approve, proposed Cllr. T. Perkins, seconded Cllr. R. Theobald, all approved

182. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 14TH MARCH 2022 - the minutes were adopted as a true and accurate record, it was resolved to approve, proposed by Cllr. S. Johnson, seconded by Cllr. T. Perkins, all approved

183. 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 Dickleburgh Primary Academy re Forest Schools** (minute 174(i)) - a letter had been circulated to all Councillors, this has now been forwarded to Mrs. M. Croskell and Ms. L. Boon

184. INSTALLATION OF CHARGING POINTS AT THE VILLAGE CENTRE - installation of three charging points through a project with the County Council. Co. Cllr. B. Duffin has agreed to use his allowance monies for the installation - £8,081. 20. Such an asset will provide an opportunity to draw people to charger from within the village and visitors coming to an event; the how of managing and running the facility was discussed – the Chair of the Village Centre offered that the Village Centre Committee would be prepared to cover this cost of £50 for maintenance, + the Sim + VAT + electricity per month; however if the Parish Council oversaw this they would have the ability to reclaim the VAT, which would be a small saving; the equipment mounted on the outside of the building thus belonging to the Parish Council, overseeing the maintenance charge therefore would not be a major job; it was suggested that the project is driven by Village Centre and therefore should be serviced by Village Centre, providing Anglia Car Charging were satisfied with that arrangement. In principal this motion was agreed, subject to the two Finance Officers clarifying the best option, ACC and the Council’s insurance company being satisfied with the arrangements.

185. THE LITTLE CHIPPY - a letter has been circulated to all Councillors and a copy sent to Mr. V. Er. It was suggested for the future an application to SNC be applied for requesting the premises be closed on Bank Holiday Monday’s only. There were in the past a small number of residents who complain about the rats and odour. The Little Chippy therefore will be closed over the Jubilee weekend, a burger van has been invited, by a member of the Jubilee working party, to attend on the Sat. evening at the VC. Clerk to investigate legal position regarding Parish Council car parks for sale of anything, also that the businesses have the appropriate accreditation (H & S certificates, insurance etc.) or can they legally simply turn up and sell from a public owned car park.

186. SKATEBOARD - May/June Agenda item

187. NEIGHBOURHOOD PLAN: (i) Strategic Environmental Assessment – a response document has been forwarded to AECOM to consider and adjust as needed – comments have been received, incorporated into the SEA, which has now gone to consultation; **(ii) Habitats Regulation Assessment – sites meeting** – this is in the process of gathering information, the report will take 6 weeks to write and it is hoped to merge the consultation of the two documents with an early submission to SNC - it is hoped the Appendices will be ready for June meeting; **(iii) La Ronde Wright meeting** – a presentation was made to the Neighbourhood Plan team and the Parish Council - it was an interesting proposal offering ‘passiv houses plus’ with plenty of parking, in total around fifty houses are potentially planned, of which twenty two have prior permission, there is a requirement to deliver a further 25 by SNC. By working with the developers many aspects of the future development for the villages can be openly discussed - shapes, trees, colours, types of houses, open spaces, bio-diversity, carbon off-setting etc.

188. COMMONS COMMITTEE: (i) Jubilee Walk - additional trees and shrubs have been planted, the route has been made clearly visible, the canopy has been lifted through wood; Cllr. J. Adlam requested that the tree planted in memory of K. Everett is protected. Cllr. A. Goodman assured him that if he identified the tree this would be so.

- 189. Meeting Dates for the forth coming year, including the Annual Parish Meeting** - dates circulated, agreed that 9th May would be the Annual Parish Meeting and Annual Parish Council meeting, short agendas would be prepared for both.
- 190. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:**
- a. **Planning Application 2022/0616 Works to trees in a Conservation Area – Kings House, The Street, Dickleburgh** - T1 ash – fell, T2 – 8 mixed fruit trees – fell, Ash T9 – 12 pollard from 12m to 6m
 - b. **Planning Application 2022/0145 & 2022/0146** Whispering Trees, Weggs Farm, Common Road, Dickleburgh – Amended wording to ‘the change of use of The Stables from a former Farm Office to Annexe’ – this was approved.
- 191. RECEIPT OF CONSULTEE REPORTS OF PLANNING DECISIONS MADE BY SNC:**
- a. **Planning Application 2022/0305** 3 Beech Way, Dickleburgh – single storey front and side extension – Approved 23rd March 2022
 - b. **Planning Application 2022/0353** Works to tree in a Conservation Area – Avalon, The Street, Dickleburgh – fell one cherry tree 0 no objections 22nd March 2022
 - c. **Planning Application 2022/0222** - Land South of Harvey Lane, Dickleburgh – outline application with all matters reserved for one dwelling - Refused 30th March 2022
- 192. Queens Jubilee report** – the plans are taking shape – the ‘Royal Scarecrow’ competition will be advertised at the Shop, on the website, the RBL will attend the Beacon Lighting ceremony; SNC’s grant fund has yet to be received.
- 193. HIGHWAYS & PROW:**
- a. **Weight Limits** – no update as yet
 - b. **Update on Quiet Lanes** - Adam Mayo and Sophie have confirmed the dimensions and design of each Quiet Lane post as yet a date for work to be carried out has not been received; once completed it is hoped there will be an event inviting residents to ‘cut the ribbon.’ - possibly with the launch dustbin stickers stating ‘20mph is plenty’ for properties on the routes - clear indicators for all to see. The Clerk to remind Highways the ‘Welcome sign’ has collapsed.
 - c. **PROW** - There are still outstanding issues regarding footpaths - **FP1** - a meeting is arranged for interested parties at the Village Centre on Tues. 26th April at 2.00pm; **ACTION** - Clerk - there is a tree fallen across the bridle path between/Lonely Lane.
- 194. PLAYING FIELD:**
- a. **WEEKLY PLAY INSPECTION REPORTS** - noted that these are being submitted on a more regular basis; Jonnie Leeder noted an upright is rotting on the zip-wire; litter picking routes will be more visible; in Rushall last week a group in white coats were seen litter picking – unclear who this may have been;
 - b. **TODDLER PLAY AREA, NGF** - the equipment has all been installed along with the fence and gates. If the weather stays reasonable the surfacing should be laid after the Easter break. **ACTION** - Clerk to contact SNC for s 106 monies from Brandreth Close build; old equipment is cut up for any resident to take and use as they wish;
 - c. **VERGE** - damaged area repaired, new topsoil added, TCV have agreed to supervise the planting of wild flower plugs and sow seeds, to create a wildlife/flower haven, the School will assist with the planting and the design of posters to keep people off the area; plugs 21/22nd April, seeds 25th April; measures in place for use of a smaller tractor for future hedge cutting (currently in the second year of a three year contract); in time the remainder of the verge will be cut by the Caretaker.
- 195. South Norfolk Litter Pick** - from 14th March – 30th June - June 5th is World Environment - this could be an opportune time to carry out, however with the Jubilee events it was agreed to arrange for the weekend of the 11/12th June, from 10.00am at the Village Centre – details to be agreed at the May meeting.
- 196. RECEIPT OF THE FOLLOWING: (i)** Diss and District Neighbourhood Plan – consultation period – the Chair will circulate a response for next meeting or circulate. **ACTION** – all Councillors encouraged to send any thoughts to Cllr. A. Goodman or the Clerk.

197. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- **Cllr. L. Bragg** – reminded the Clerk to enquire about the street names - to define where Harleston Road, Dickleburgh Road and The Street – start and finishes?

198. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON **MONDAY 9TH MAY 2022, 7.00PM, AT DICKLEBURGH & RUSHALL VILLAGE CENTRE - THIS WILL BE THE ANNUAL PARISH MEETING, FOLLOWED BY THE ANNUAL PARISH COUNCIL MEETING AT 8.00PM - THE CHAIR AND VICE-CHAIR TO BE ELECTED, STANDING ORDERS, FINANCIAL REGULATIONS AND RISK ASSESSMENT + ANY OTHER POLICIES**

AGENDA ITEMS - Queens Jubilee events; skate board facility; Audit – internal & external; BT box,

The Chair thanked everyone for their contributions and attendance.

THE MEETING CLOSED AT 9.48 PM

SIGNED

DATE