MINUTES OF SOUTH WALSHAM PARISH COUNCIL MEETING

Held on Monday 4th May 2020 at 7.30pm via Zoom

1. ATTENDANCE

Present: Darren Debbage, John Debbage, Malcolm Dennis, Rod Russell (Chair), Amanda Miller
County Councillor: Fran Wymark

1 member of the public

Clerk: Aileen Beck

Apologies: Roger Jones and Malcolm Steward

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None

3. MINUTES OF PREVIOUS MEETING

The minutes of the last Parish Council meeting held on 6th April 2020 confirmed as a correct record – Chair to sign at next full Council meeting when able to meet in person.

4. PUBLIC PARTICIPATION & REPORTS

Cllr Whymark: As of 02/05/20 Norfolk has 1607 confirmed cases of Coronavirus and 281 deaths – follow Government advice and stay at home as much as possible unless for essential journeys. The Norfolk Resilience Forum helpline number is 0344 8008020 (Mon to Fri 9am to 5pm). National Domestic Violence Helpline is available 24/7 on 0808 2000 247. To raise a concern about domestic violence call 0344 800 8020 or 999 in an emergency. The Broadland Help Hub is open 7 days a week – 01508 533933 or www.broadland.gov.uk/coronavirus. The Officers Mess at Coltishall houses 20 residents either homeless or would be in bed and breakfast accommodation. Broadly Active has a You Tube channel with exercises suitable for all www.youtube.com/channel/UCj7Hf43ELyvgWcpesDAgVJw. 87% of businesses in Broadland have received a grant up to £25,000; to claim call 01603 430449.

Police: no significant issues in the area to report; unable to produce statistics monthly just annually Public: Condition of bus shelter; on maintenance schedule and Cllr Russell to look at removing leaves

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

Council noted:

- 5.1 Bench at Pilson Green pond to be re-sited closer to the road by George Taylor
- 5.2 Work on the Churchyard gates completed by George Taylor

6. CORRESPONDENCE

email	Priscilla Bacon	Thank you for £200 donation	Noted
	Lodge		
letter	EACH	Thank you for £200 donation	Noted
email	PC Ian Kennedy	New beat manager to be appointed – contact PC Steve	Noted
		Clarke in meantime	
email	Lewis Treloar	Request for information re fishing	Clerk to respond

7. ADMINISTRATIVE & FINANCIAL MATTERS

7.1 The following payments were authorised:

	net	VAT	gross
Salaries	£696.71		£696.71
Viking	£41.98	£8.40	£50.38
Came and Company	£1,015.94		£1,015.94
South Walsham Village Hall – grass cutting	£256.00		£256.00
The Garden Guardian – grass cutting	£470.75		
		£94.15	£564.90

South Walsham Parish Council, 3 Broadacres, Pilson Green, South Walsham NR13 6EJ Clerk: Miss Aileen Beck Telephone: 01603 270392 Email: southwclerk@outlook.com

Information Commissioner's Office	£35.00		£35.00
URM	£12.00	£2.40	£14.40

7.2 Bank reconciliation presented to Council with balances of accounts as at 28th April 2020:

£

Bank a/c no 00621042 Current	8,419.79
Bank a/c no 01647010 Deposit	21,424.29
Bank ac/no 01460751 cemetery/c/yard	31,466.67
Bank a/c no 07455911 Deposit Hewitt	2,065.93

- 7.3 Council AGREED to discuss the following policies at the next available meeting held in person:
 - 7.3.1 Financial Regulations
 - 7.3.2 Standing Orders
 - 7.3.3 Filming at Parish Council meetings
 - 7.3.4 Revised Complaints Procedure
 - 7.3.5 Duties of the Responsible Financial Officer
- 7.4 Insurance renewal premium from Came and Company AGREED under 7.1 and noted it was the third year of a three year term agreement
- 7.5 It was noted there is no requirement to hold Annual Meeting and Annual Parish Council Meeting before 7th May 2021
- 7.6 Council noted PKF Littlejohn require the approved audit papers by Friday 31st July 2020
- 7.7 It was AGREED that Clerk could attend NALC course to learn to create documents in Word or PDF format that meet accessibility standards under the Public Sector Website Accessibility legislation at £20 + VAT
- 7.8 Council noted re-declaration of compliance submitted to The Pensions Regulator

8. PLANNING

Planning application 20200822: Demolition of existing bungalow, sub division of curtilage and erection of two self contained holiday homes at 8 The Street, South Walsham, NR13 6AH — Council object due to access concerns and commented there were no plans to show the scale and design of the proposal.

9. CHURCHYARD

- 9.1 Council considered request from the PCC to repaint 'Church open' sign at cost of no more than £100 and decided that a more weatherproof replacement should be investigated by JCBF
- 9.2 It was AGREED a quote should be obtained from George Taylor to tidy NW corner of churchyard and control of invasive weeds along church wall
- 9.3 It was noted one lighting bollard had become loose at its base but no action required at present

10. CEMETERY

Council and South Walsham Village Hall are aware that there is an abundance of rabbits in that area and are unable to agree to any proposals to erect structures to protect flowers left at the site if not permitted within the rules of the cemetery.

11. REPORTS FROM COUNCILLORS

- 9.1 Pilson Green pond Cllr J Debbage removed the large overhanging bush next to the telephone/broadband box
- 9.2 Grass cuttings left opposite Tile Cottage, Marsh Road to be monitored and reported if necessary
- 9.3 Overgrown vegetation at old play area on Burlingham Road Cllrs J Debbage and Russell to cut
- 9.4 Grant from Norfolk Community Fund Clerk to check terms for next meeting

12. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 1st June 2020

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