

MINUTES OF SOUTH WALSHAM PARISH COUNCIL MEETING

Held at the Village Hall on: **Monday 2nd September at the Village Hall 7.30pm**

Present: Darren Debbage, John Debbage, Malcolm Dennis, Roger Jones, Amanda Miller, Rod Russell (chair), Malcolm Steward
Clerk: Miss Aileen Beck 16 members of the public were also present.

1. ATTENDANCE

Apologies for absence: None.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr D Debbage – Village Hall Trusteeship. Items 7.1 16.1 16.2

Cllr J Debbage – Village Hall Trusteeship. Items 7.1 16.1 16.2

Cllr M Dennis – Village Hall Trusteeship. Items 7.1 16.1 16.2 and also 7.3

3. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 1st July 2019 were signed as a true and correct record.

4. PUBLIC FORUM

4.1 District Councillor Nigel Brennan reported in person

4.1.1 Handyperson+ scheme for residents living in the Broadland District Council area who own or privately rent their property and be 65 years old or over and in receipt of either Attendance Allowance, Council Tax Benefit, Housing Benefit, or Pension Credit (Guaranteed or Savings) which provides labour free of charge to those residents who are eligible, for those over 65 but not in receipt of a qualifying benefit the service can be accessed at an hourly rate of £15 for labour plus materials. Materials are chargeable to all service users. This is not an emergency service. Contact number 01603 430 518

4.1.2 Community Hero Awards celebrate our community heroes; acknowledging the valuable contribution of volunteers, businesses, individuals or community groups and the work they do in the district. Closing date for nominations 29th September 2019. See https://www.broadland.gov.uk/news/article/287/nominate_your_community_heroes_for_the_community_at_heart_awards

4.1.3 Cllrs Brennan and Thomas have Member Award funding of £500 for this financial year to distribute between community groups so they can make a difference in their area. Applications to be made via the Clerk by the end of December

4.1.4 Broadland District Council and South Norfolk Council are continuing with their proposal 'One team two Councils' to save over £6.7m over 5 years with no redundancies

4.2 Police report received for period 27th June to 28th August: 11/07 – Vehicle theft; 24/07 – Public Order Sect 4A offence; 01/08– Assault – Common assault at carehome (mental health related)

4.3 The planning application at 1 Harrold Close discussed by interested parties

4.4 Pumping station problems raised by a resident – see item 18

4.5 Use and management of the staithe and slipway raised by a resident – see item 12

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 Field Roller on School Road now removed. Noted.

5.2 Burlingham Road car parking reported by Clerk. Noted.

5.3 Registration of new footpath Parish Online software obtained registration to be progressed. Noted.

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

- 5.4 Wherry use of Staithe to confirm Broads Authority permission was received. Noted.
 5.5 Broads Information board at Staithe removed as information stated no longer correct. Noted.
 5.6 Disposal of football goal removed by Cllr Russell.

6. CORRESPONDENCE

email	Norwich Western Link	Route 'C' chosen	noted
letter	AGE UK	Thank you for £25 donation	noted
email	A Parishioner	Reporting assault at slipway	noted
email	NHS 5 year plan	Suggestions requested	noted
email	Fran Whymark	Hazardous Waste Scheme	noted
email	Norfolk County Council	Farming & the highway	noted
email	RAF Benevolent Fund	Welfare support available	noted
email	Norfolk Pension Fund	Changes to administration	noted
emails	Alzheimer's Society	Champion Training Day in Acle on 23 rd September 2019	noted

7. PLANNING

- 7.1 The proposed telecoms installation LAND AT RECREATION GROUND, SCHOOL ROAD – Village Hall Trustees awaiting response to their queries from Clarke Telecom before being able to make informed decision
 7.2 Application 20191036 - 2B Hamilton Close, South Walsham, NR13 6DP Single Storey Rear Extension – no comment sent
 7.3 Application 20191201 - 8 The Street, South Walsham, NR13 6AH Demolition of Existing Bungalow, Sub-Division of Curtilage and Erection of Two Dwellings (Outline) – no comment sent
 7.4 Application 20191259 Pheasant Cottage, 1 Harrold Close, South Walsham, NR13 6EP Erection of Replacement Dwelling & Garage following the Demolition of the Existing – no comment sent
 7.5 Application 20191284 Manor Farm Cottage, 34 School Road, South Walsham, NR13 6DZ Storage Area to the Back of the Existing Car Port replacing an Existing Detached Shed – no comment sent

8. ADMINISTRATIVE MATTERS

- 8.1 It was AGREED to appoint Aileen Beck as new Clerk and Contract signed
 8.2 It was AGREED the Clerk should attend the Introduction to VAT for Local Councils course on 5th September 2019 (£45 + VAT) and undertake the Introduction to Local Council Administration Certificate (£99 + VAT)
 8.3 Clerk to investigate new website host as service no longer available with Bedford Parishes as of 1st April 2020

CLERK

9. FINANCIAL MATTERS

- 9.1 To authorise payments as circulated schedule £3,448.63.

Clerks expenses	£81.70	£1.67	£83.37
Age UK donation	£25.00		£25.00
Salaries	£1,496.76		£1,496.76
The Garden Guardian	£1,411.26	£282.26	£1,693.50
URM Recycling	£15.00	£3.00	£18.00
The Society of Local Council Clerks	<u>£132.00</u>		<u>£132.00</u>
	£3,161.72	£286.93	£3,448.63

- 9.2 To receive bank reconciliation

A/c 01647010	£13,424.29
A/c 01460751	£8,037.99

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A/c 07455911 (Hewitt) £2,084.27

A/c 00621042 £36,604.47

9.3 It was AGREED to authorise Clerk access to internet banking.

9.4 It was AGREED to transfer £19,124.28 from current account into Lloyds TSB a/c 01460751 to make balance up to £27,160.61 as start of financial year plus additional £1,091.24 received from PCC on 4th June 2019 for cemetery and churchyard expenditure as per. **CLERK**

9.5 To confirm all future PCC payments will be paid directly into this account **CLERK**

10. HIGHWAYS/FOOTPATHS.

10.1 Parish Partnership funding – suitable projects to be considered

10.2 Consideration to be given to replace the signs at the broads leading to the village – October meeting

11. CEMETERY AND CHURCHYARD

11.1 To receive the notes of the recent JCBF meeting 8th July 2019

11.2 Churchyard and Cemetery Inspection carried out by Cllr Jones and the Clerk on 24th July 2019. One stone laid down in the Churchyard as unstable. One stone in the cemetery is unstable and requires attention. Two other memorials require monitoring.

11.3 It was noted by the Council that the following work is required within the Churchyard:

11.3.1 Wall gap at east end of north boundary wall with east boundary wall – Councillors decided quote received appeared excessive and asked whether local builders could be used **CLERK**

11.3.2 Inspection Chamber in carpark – Sue Hitchcock awaiting quotation from builder

11.3.3 Pamment paving to south elevation Western doorway Sue Hitchcock awaiting quotation/clarification from builder

11.3.4 To note vegetation from east and north boundary to be removed by Cllr Jones

11.3.5 Installation of oak posts – ACTION REQUIRED

11.3.6 Ramp into car park – Cllr J Debbage

11.3.7 It was decided that the church steps pose no immediate danger and quotes should be sought for the work

12. STAITHE

It was AGREED that the Clerk would write to the Broads Authority for clarification regarding the specifications of the barrier on the slipway following comments made to the Council by residents and non-residents **CLERK**

13. TREES

13.1 Cllr Steward making progress plotting trees onto a single map **CLLR STEWARD**

13.2 Cllr Debbage to attend next Tree Warden AGM on 19th October with one other Councillor

14. EMERGENCY PLAN REVIEW

Cllr Steward reported that his aim is to complete the review by Christmas. Volunteers may be required – to be discussed at future meeting **CLLR STEWARD**

15. PLAYGROUND SIGN

To be discussed during October's Council meeting **CLLR D DEBBAGE & STEWARD**

16. RECREATION GROUND

16.1 Grass cutting proposals to be discussed at next meeting **CLLR D DEBBAGE**

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- 16.2 It was agreed the ditch requires attention and that Councillors would arrange to visit the site and report back next meeting

17. MAINTENANCE ITEMS

Updates of the following were given:

- 17.1 Bus Shelter at Village Green due to be maintained in 2020
- 17.2 Bus Shelter at Pilson Green pond – the quote of £539 was AGREED which includes work on the bus shelter and a cemetery bench which will increase their lifespan and require maintenance every 3 years
- 17.3 Seat around the tree – to be discussed at next meeting as alternative seating will need to be sourced as unable to replace on a like-for-like basis
- 17.4 Cllr Miller reported that she had emptied the flower boxes on the village green and is liaising with Fairhaven Garden Trust for advice and plants
- 17.5 Hedges/nettles/trimming requirements to be checked against The Garden Guardian’s schedule **CLERK**
- 17.6 The quote obtained by Cllr Steward of approximately £180 from George Taylor to refurbish the two playground benches was AGREED (Cllr Debbage abstaining)
- 17.7 Kidman’s Corner Pond Maintenance Plan – Quote of £175 received by Cllr Steward has from the Bure Valley Conservation Group to hand clear the pond AGREED
It was also AGREED that Cllr Steward would ask George Taylor to work on the Pilson Green and Kidmans Corner pond for 3 hours at £16 per hour plus materials as September is a good month for spraying **CLLR STEWARD**
- 17.8 Cllr Jones to contact George Taylor too regarding the Marsh Road Pond **CLLR JONES**
- 17.9 Burlingham Road Wood is owned by Norfolk County Farms. Clerk to contact to find out maintenance schedule to be monitored by Cllr Miller. Work day arranged for Saturday 28th September 2019 starting at 10am. **CLERK/CLLR STEWARD**

18. ANGLIAN WATER PUMPING STATION

Clerk to write to the Broads Authority and the Environment Agency, copying in Mr Corson, Mrs Kinder, Fairhaven Garden Trust, Fairhaven Primary School and Mr Murrell to express concerns that current infrastructure is not fit for purpose and urgent upgrade required **CLERK**

19. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: 7th October 2019
Kingfisher Lane carpark
Review of bank account provisions

Meeting closed 8.54pm

The Chairman RESOLVED that in accordance with the Public Bodies (admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature.

20. STAITHE

Clerk to write to the Broads Authority to confirm that she will authorise and manage day keys as well as annual keys

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