

MINUTES OF SOUTH WALSHAM PARISH COUNCIL MEETING

Held on **Monday 5th October 2020** at 7.30pm

Members of Council had the option to meet in person in line with current social distancing measures at South Walsham Village Hall and members of the press and public were invited to attend by Zoom.

1. ATTENDANCE

Present: Darren Debbage, John Debbage, Roger Jones (Chair) and Malcolm Steward

Clerk: Aileen Beck

4 members of the public

Apologies accepted from: Malcolm Dennis, Rod Russell and Amanda Miller

Apologies also received from: County Councillor Fran Wymark and District Councillor Justine Thomas

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 7th September 2020 confirmed by Council as a correct record and signed by Chair.

4. PUBLIC PARTICIPATION & REPORTS

Clerk reported: request for Mr Pooley's hedge along the road to Ranworth be cut due to difficulties encountered with cars passing bicycles; follow up from resident regarding the Kings Arm overgrown hedge and parking on the junction – Clerk to write to Elizabeth Holdings once again and Highways; resident has offered to help with the internet problems reported last month – Cllr Steward reported that the situation had improved so had been told that the matter was on hold for the moment.

County Councillor's report: The Government coronavirus advice is still keep to the basics – Face, Hands, Space. If you have symptoms call 119 to book a test and you and your family/housemates should self isolate. If you do not have symptoms do not need to get a test, even if you are part of the household.

Going into the winter, everyone over 50, and those with respiratory conditions, are being urged to get a free flu jab. This should help to reduce the risk of serious complications should you catch flu this year.

Norfolk County Council received the Digital Council of the Year 2020 Award last week, for improvements in digital connectivity for residents and businesses.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

Council noted the following:

- 5.1 Clerk to meet with Lewis Treloar of Broads Authority to discuss issues arising at the Staithe
- 5.2 Clerk contacted Broadland District Council re Kingfisher Lane carpark and awaiting a response
- 5.3 Clerk reviewing deeds to Council owned land with a view to First Registration with HMLR
- 5.4 Website duly updated with revised policies and Web Accessibility Statement by 23rd September 2020
- 5.5 Damaged tomb in front of St Mary's repaired and awaiting invoice
- 5.6 SAM2 sign repaired and returned (work could have been completed under warranty)
- 5.7 Speed reduction signs designed by Fairhaven Primary School erected and awaiting invoice
- 5.8 Notices re footpath right of way claim and fly tipping printed in September 2020 edition of the Marshland Mardler
- 5.9 Highways contacted about all matters raised for their attention during September's meeting

28/2020

6. CORRESPONDENCE

Email	Broads Authority	Consultation on Coastal Adaptation Supplementary Planning Document (4 th September to 16 th October) Draft Guide to Residential Moorings (25 th September to 20 th November) Draft Guide to understanding and addressing the impact of new development	Noted
Email	Parishioner	Report of rubbish at the Staithe	Noted – removed next day by Cllr J Debbage
Email	Cllr Fran Whymark	Footpath along School Road scheduled to be cut before the end of September – delay due to covid restrictions	Noted – path now cut. Clerk/MS to add to Maintenance Schedule
Email	Local Government Boundary Commissioner for England	Consultation on draft division boundaries for Norfolk County Council (15 th September – 23 rd November)	Proposal suggests parish to be within Blofield and Brundall division
Email	CPRE	Response to the Planning White Paper consultation	Noted
brochure		A47 duelling	Noted
Email	Acle Police Station	Details of Acle Safer Neighbour Team	On website and passed onto The Mardler

7. FINANCIAL MATTERS

7.1 The following payments were authorised

	net	VAT	gross
South Walsham Village Hall – item 15 sept mtg	£2,500.00		£2,500.00
Salaries	£736.68		£736.68
Zoom - meeting costs	£5.99	£1.20	£7.19
Stationery	£42.56	£6.95	£49.51
SLCC – Training	£25.00	£5.00	£30.00
Marine Tech – wood for bus shelter	£101.56	£20.31	£121.87
South Walsham Village Hall – grass cutting	£256.00		£256.00
The Garden Guardian – grass cutting	£470.75	£94.15	£564.90
Return of deposit for slipway keys (x2)	£200.00		£200.00

7.2

Bank reconciliation as at	29.09.2020
Bank a/c no 00621042 Current	£2,942.15
Bank a/c no 01647010 Deposit	£21,424.29
Bank ac/no 01460751 cemetery/c/yard	£32,667.32
Bank a/c no 07455911 Deposit Hewitt	£2,066.36
	£59,100.12

- 7.3 6 month internal audit to be carried out by Cllrs Miller, D Debbage or Dennis – volunteer to Clerk
- 7.4 Council to consider and inform Clerk of any budget requests for councillor's areas of responsibility for 2021/22 – need to consider Burlingham Wood expenses and maintenance schedule

29/2020

8. POLICIES AND PROCEDURES

- 8.1 Council ADOPTED the revised Complaints Procedure
- 8.2 Council ADOPTED revised Filming at Parish Council Meetings Policy

9. PLANNING

Planning application 20201701: Installation of flue to wood burner at 1 Chameryhall Lane, South Walsham NR13 6DU – no objections

10. TREE SURVEY

Clerk undertaking research; Councillors to consider trees requiring attention – to be discussed next month

11. CHURCHYARD AND CEMETERY

- 11.1 Council received the notes from the JCBF meeting held Tuesday 8th September 2020
- 11.2 George Taylor considering best solution for area around the Pollard graves
- 11.3 To authorise the quote from Norwich Electrical for replacement lighting bollards due to ant problem
- 11.4 Thanks to Cllr Miller for weeding Churchyard wall and sweeping pavement
- 11.5 Expenditure of £344.94 for net to protect cemetery from footballs once conifers removed AGREED – Cllr J Debbage to obtain quote from George Taylor for stabilising posts into playing field
- 11.6 Clerk working on cemetery improvements plan and investigating areas of support

12. TRAFFIC CALMING MEASURES/SAM2 SIGN

It was NOTED that there are three authorised sites for the SAM2 sign – a new agreement has been issued for signature and any additional sites need to be raised with the Clerk and approved by the Highways Engineer.

13. BURLINGHAM ROAD COMMUNITY WOODLAND

Draft agreement between County Farms and the Parish Council being prepared – CF to have responsibility for mowing paths and dredging pond. Richard Bond looking after the trees and keeping them under control (Council reimburses expenses and service of chainsaw). Council AGREED to buy two leaf rakes at approximately £35 each to alleviate need to borrow equipment from elsewhere.

14. PLAYGROUND

Cllr Steward is awaiting one quote; others to be sought.

15. ISSUES ARISING WITHIN THE VILLAGE

Sign 'to the village' at Kingfisher Lane carpark – repaired by Cllr Jones and to be re-erected
Phone box to be painted this month – weather permitting
'Closed' sign to be placed over the advert for The Ship (Clerk contacted them out of courtesy but no response)

16. GRANT REQUESTS

Council considered request received for financial assistance – none fall within the criteria for the grant from Norfolk Community Fund so all deemed under s137

- 16.1 Marshland Mardler - £200 AGREED to cover deficit in revenue funding due to covid19 situation and it being a useful source of information for the parish
- 16.2 South Walsham Cricket Club – request denied as although Council sympathetic there are more appropriate sources of grant funding available
- 16.3 Fairhaven C of E VA Primary School – further information requested in accordance with Grant Awarding Policy and no response received prior to meeting

30/2020

Council RESOLVED that in accordance with the Public Bodies (admission to Meetings) Act 1960 that the public and press be excluded during consideration of item 17 due to its confidential nature.

17. CLERK'S WORKING CONDITIONS

Council considered the offer of office space for the Clerk at the Village Hall – an informal agreement reached pending resolution of issues regarding insurance and storage. Council's contact details to remain the same.

18. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 2nd November 2020

Budget

Meeting closed 9pm

31/2020