

## **SOUTH WALSHAM PARISH COUNCIL MEETING**

Held on **Monday 8<sup>th</sup> June 2021** at South Walsham Village Hall at 7.30pm

### **1. ATTENDANCE**

Present: Darren Debbage, John Debbage, Malcolm Dennis, Roger Jones (Chair), Amanda Miller, Rod Russell and Malcolm Steward

Clerk: Aileen Beck                      2 members of the public

### **2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr D Debbage, Cllr J Debbage & Cllr M Dennis – Trustees of South Walsham Village Hall – 8.1 14.1 16.3 16.4

### **3. MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council Meeting held on 5<sup>th</sup> May 2021 confirmed as a true record by Council and signed by the Chair.

### **4. PUBLIC FORUM**

No reports nor comments from public in attendance.

### **5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES**

5.1 Hewitt flowers – Clerk ascertained no flowers delivered in April. Cheque 2092 issued during 2020 remains uncashed. Clerk to cancel and issue replacement.

5.2 Pot holes on Marsh Road repaired by Norfolk County Council – Clerk to inform NCC that one water meter has been covered up and road outside number 22 requires attention.

5.3 Council noted recycling credits of £76.27 received from Broadland District Council.

5.4 It was noted that Council is awaiting the Norfolk Wildlife Trust report for the Churchyard.

5.5 Clerk confirmed that insurance cover taken out with BHIB Ltd for three years.

### **6. CORRESPONDENCE**

email	Voluntary Norfolk	Chances Project – employability and wellbeing support programme <a href="http://www.voluntarynorfolk.org.uk">www.voluntarynorfolk.org.uk</a>	See information on website
email	Local Government Boundary Commission for England	Proposed future electoral arrangements for Norfolk County Council	For information – likely to move into Blofield and Brundall electoral division
email	DRIVE	Grant programme providing 12 hours of business mentoring to achieve job creation and access to grants – <a href="http://www.driveforbusiness.co.uk">www.driveforbusiness.co.uk</a>	See information on website
email	Acle Local Policing Neighbourhood Team	Priority Setting meeting 7pm 23 <sup>rd</sup> June 2021 – email <a href="mailto:SNTAcle@norfolk.police.uk">SNTAcle@norfolk.police.uk</a> for Teams link	See information on website
email	Acle Local Policing Neighbourhood Team	Proposed Street Surgery at South Walsham Village Hall carpark Thursday 29 <sup>th</sup> July 2021 at 9am	For information

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## 7. FINANCIAL & ADMINISTRATION MATTERS

7.1 Council agreed and authorised the following payments:

	Net £	VAT £	Gross £
Salaries - May	746.01		746.01
Zoom - meeting expenses	5.99	1.20	7.19
HP Instant Ink	8.32	1.67	9.99
Target Trees	375.00	75.00	450.00
Garden Guardian	551.25	110.25	661.50
BHIB Ltd	617.45		617.45
South Walsham Village Hall	260.44		260.44
J Pickett Landscaping & Digger Hire	350.00		350.00

7.2 Bank reconciliation as at 29<sup>th</sup> April 2021:

	£
Bank a/c no 00621042 Current	9,308.09
Bank a/c no 01647010 Deposit	21,424.29
Bank ac/no 01460751 cemetery & c/yard	33,513.08
Bank a/c no 07455911 Deposit Hewitt	<u>2,066.52</u>
	66,311.98

7.3 Annual Governance and Accountability Return with internal auditor. Council agreed Clerk to call meeting later this month once internal audit completed to sign return ready for submission to external auditor.

7.4 Council adopted the Records Management policy.

## 8. PLANNING

8.1 Planning application 20210723: school entrance improvements including construction of single storey office extension and new parent waiting area at South Walsham Voluntary Controlled School, School Road, South Walsham NR13 6DZ – no objection

8.2 Planning application 20211002: single storey rear extension and associated alterations to existing roof at 4 Church Close, South Walsham NR13 6DW – no objection

## 9. CEMETERY

Access from Village Hall to the cemetery is not a right of way – sign to be erected. It was AGREED that a guard rail should be installed alongside new trod: access will remain cordoned off until erected – Cllrs J Debbage and Steward to contact Filcris. Council AGREED George Taylor should be asked to tidy the new hedging before it be suffocated by weeds and also trim the scrub now the work on the ditch has been completed.

## 10. TREE SURVEY

Council received the Tree Condition Survey report from Target Trees: Clerk to send specification out to contractors for quotes for recommended work and ask for an indication of when work could be carried out.

## 11. CHURCHYARD MAINTENANCE

11.1 Garden Guardian has advised against stopping all strimming within the churchyard. Clarification required once report from Norfolk Wildlife Trust received. To be discussed at next JCBF meeting on 12<sup>th</sup> July 2021. Cllr Miller weeds perimeter wall every quarter or so, as required.

11.2 Clerk to request Garden Guardian collect the grass cuttings after the cut closest to the Flower Festival at St Mary's starting 26<sup>th</sup> June 2021.

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**12. MAINTENANCE SCHEDULE**

One quote received for refurbishment of Village Green bus shelter – 4 companies did not want to give a quote. Council to obtain at least one more quote if possible.

Planters to be sited at Village Green. Thanks to Fairhaven Gardens for the donated plants. A small sign to be displayed within the flowers. Compost to be purchased by Council.

**13. COMMUNITY WOODLAND**

Cllr Steward reported that County Farms have agreed to mow the grass and look after the small ponds, although awaiting paperwork confirming those arrangements.

**14. LAND**

14.1 Clerk to liaise with Cllr D Debbage regarding letters being sent from the Village Hall to properties adjoining the recreation field to remind owners that no right of access exists to/from their land.

14.2 Council AGREED that Cllr Russell should liaise with Broadland District Council to discuss erecting a sign at Kingfisher Lane carpark to state 'no overnight camping or caravans' in view of problems encountered over the bank holiday weekend.

14.3 Council AGREED to accept proposed gift of the Village Green to the Parish Council – Clerk to obtain quote for necessary legal work in readiness for July's meeting.

**15. MEMORIAL INSPECTION**

Cllr Jones and Clerk to carry out biennial memorial inspection later this week. Notices to be posted on churchyard and cemetery gates.

**16. ISSUES ARISING WITHIN THE VILLAGE FOR DISCUSSION:**

16.1 Cutting of verges – Clerk to contact Highways to minimise potential risks from overhanging foliage.

16.2 Car parking along Burlingham Road/St Mary's Close – Clerk to contact Civil Enforcement Officers.

16.3 Withdrawal of application for mobile mast – Comments received from parishioners disappointed that application withdrawn. The Village Hall trustees are investigating the matter.

16.4 Camping and caravanning facilities – The Village Hall are looking at using land otherwise not being utilised to diversify to support local activities. Queries should be made direct to the Trustees.

16.5 Playground swings – the two swings removed last year to be replaced once social distancing rules relaxed. New gate fitted and adjusted.

16.6 Speed limit for Broad Lane – Clerk to gather support from District and County Councillors before contacting Highways asking for speed limit to be reduced.

**17. ITEMS FOR INCLUSION IN THE NEXT AGENDA**

Next scheduled meeting: see item 7.3/5<sup>th</sup> July 2021

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