

MINUTES OF SOUTH WALSHAM PARISH COUNCIL MEETING

Held on **Monday 1st March 2021 at 7.30pm** using Zoom

1. ATTENDANCE

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

Clerk: Aileen Beck 3 members of the public and District Councillor Justine Thomas

Apologies from County Councillor Fran Whymark

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr Jones – 8.1

Cllr J Debbage & Cllr Russell – personal – 8.4

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 1st February 2021 confirmed as a true record by Council and signed by the Chair.

4. PUBLIC PARTICIPATION & REPORTS

Cllr Thomas – The COVID-19 vaccination programme in Norfolk and Waveney continues: 22% of people aged over 16 have now received a first dose of vaccine, ranking third out of 42 health systems in England.

Mental health support available at www.everymindmatters.co.uk; First Response, a free 24/7 helpline offering immediate support, on 0808 196 3494; 11 to 25 year olds in Norfolk and Waveney can get support and online counselling via www.Kooth.com; JustOneNorfolk has a wealth of information and links to support the health and wellbeing of your family: www.justonenorfolk.nhs.uk

The Additional Restrictions Grant will help hundreds of local businesses in South Norfolk and Broadland that have so far not been able to access any other Covid-19 financial support

https://www.broadland.gov.uk/news/article/392/3_million_available_for_local_businesses

Broadland District Council cabinet approved draft GNLP for publication from 1 February to 15 March 2021.

The period for submission of representations will run for six weeks between 9am on Monday 1 February to 5pm on Monday 15 March 2021. <https://www.gnlp.org.uk/regulation-19-publication>

Broadland Community at Heart Lottery, with a £25,000 top prize. Players buy tickets online via the lottery website and pick a local 'good cause' to receive 50% of the £1 ticket price, with a further 10% from each ticket sold going into a community funding pot managed by Broadland District Council.

<http://www.communityatheartlottery.com/>

Cllr Thomas has £500 ground funding to be awarded locally.

Broadland District Council awaiting guidance regarding continuing virtual meetings after 7th May 2021.

Census date 21st March 2021 – complete online wherever possible.

Cllr Whymark sent a report - 40% of adult residents have been given their first covid vaccination. On 8th March schools will re-open and Care Home residents will be allowed one visitor, who will be Covid tested and given PPE to wear. Norfolk County Council (NCC) and Police and Crime Commissioner elections to be held on 6th May. To register visit www.gov.uk, use the link on the Broadland District Council website, email: election.services@broadland.gov.uk or ring 01603 430483. You can also register for a proxy or postal vote this way. NCC have set aside £2m in funding to tackle flooding and have Lord Dannatt heading a taskforce, working with partners such as; Anglian Water, Broads Authority, Environment Agency, Districts, etc. £3m has also been set aside to improve greenways, footpaths and national and Norfolk Trails.

A member of the public reports they offered to clean and repaint the phone box last year – see item 9.1. Clerk to respond to email.

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A complaint also received as reference to The Ship remains within the Phone Kiosk – advert covered by a member of Council as a temporary measure as previously agreed however it seems the opaque tape has been removed.

Clerk reported that Council is not bound by the Transparency Code for Smaller Authorities but adheres to its content. Therefore, draft minutes of Council meetings are published on the website before the time limit of ‘one month’ referred to within the code.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

Update on issues reported to Highways: potholes along Kingfisher Lane and Marsh Road scheduled for repair in approximately 6 weeks; drains in front of school scheduled for attention in approximately 6 weeks.

Anglian Water: new pump at School Road pumping station due to be installed by end of March.

6. CORRESPONDENCE

Norfolk Citizens Advice	Request for support	AGREED £50 donation
Broadland Futures Initiative	Virtual Village Hall events, exhibition and survey	Noted
Broadland District Council	Rough Sleeper Count as at 28 th March 2021	Noted
Broads Authority	Public Access System unavailable 3 rd 4 th 5 th 29 th & 30 th March 2021	Noted
Highways England	A47 Blofield to North Burlingham Application for Development Consent Order	On website
Broadland/South Norfolk District Councils	Planning Enforcement webinar on 17 th March 2021	Clerk to attend
North Norfolk District Council	Adoption of Landscape Character Assessment Supplementary Planning Document and Landscape Sensitivity Assessment Supplementary Planning Document in January 2021	Noted

7. FINANCIAL & ADMINISTRATION MATTERS

7.1 The following payments were agreed:

	Net	VAT	Gross
Salaries	728.69		728.69
Meeting costs	50.99	1.20	52.19
HP Instant Ink	8.32	1.67	9.99
NALC – training fees	60.00	12.00	72.00
Roys – sundry items	3.57	0.71	4.28
CLlr Steward – AED cabinet parts	12.80		12.80

7.2 Bank reconciliation as at 23.02.2021:

Bank a/c no 00621042 Current	£2,468.32
Bank a/c no 01647010 Deposit	£21,424.29
Bank ac/no 01460751 cemetery/churchyard	£32,325.65
Bank a/c no 07455911 Deposit Hewitt	£2,066.46
Cash in hand	£30.00
	£58,314.72

7.3 It was AGREED to purchase parts needed to re-hang swings when appropriate to do so at £40.70 + VAT.

7.4 Council ADOPTED the revised Health and Safety policy.

7.5 Council ADOPTED its Risk Management Scheme.

7.6 Council agreed to RE-ADOPT its Publication Scheme.

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- 7.7 Council agreed to RE-ADOPT its Information and Data Protection Policy.
- 7.8 Council AGREED to move the Annual Parish Meeting scheduled for 10th May 2021 to its next meeting on 12th April 2021 so it can be held virtually in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

8. PLANNING

- 8.1 Planning application 20210130 Erection of general purpose grain store at Harefen Farm, Harefen Lane, South Walsham NR13 6DG – no objection.
- 8.2 Planning application 20210228 Change of use from public house to 2 residential properties and erection of 1 dwelling with associated works at The Kings Arms, 1 Panxworth Road, South Walsham NR13 6DY – Council AGREED to support the application so no objection will be noted however Cllr Thomas will rely access concerns to the Planning Officer. Request that Kings Arms name retained.
- 8.3 Planning application 20210224 raise of roof ridge height to create upstairs accommodation including dormer windows at Keston and Orenda, 8 & 10 Panxworth Road, South Walsham NR13 6DY – no objection.
- 8.4 To consider Planning application BA/2021/0043/HOUSEH Timber framed and thatched boathouse with replacement quay heading at Waterside, 7 Kingfisher Lane, South Walsham – no objection

9. MAINTENANCE PROGRAMME

- 9.1 Maintenance Programme for 2021 prepared by Cllr Steward ADOPTED by Council. Planned works for 2020 (stopped due to coronavirus) to be carried out this year. Council ACCEPTED Cllr Steward's offer to paint the Phone Kiosk at the staithe. Cllr Steward obtaining advice for proposed refurbishment work on Village Green bus shelter – no work to be undertaken until costs agreed by Council. Clerk to contact owner of the Village Green regarding the proposed replacement seat. Council AGREED the increased costs of £690 for replacement planters for the Village Green (increase due to rise in prices of components/parts).
- 9.2 Cllr Russell to donate a serviced hedge cutter for use within the community woodland and other sites within the village – School Road hedge responsibility of Norfolk County Council so no work to be undertaken by volunteers. Cllr Steward to liaise with Mr Bond. Clerk to be informed of activities.
- 9.3 It was NOTED that two quotes have been received for the tree survey and the third has yet to arrive – other contractors have been approached who have not responded.

10. CHURCHYARD AND CEMETERY

- 10.1 Council discussed points raised in the notes from the JCBF meeting held 15th February 2021 – unresolved due to interjection from member of the public. Clerk acknowledged due to time constraints notes have yet to be circulated to JCBF members and proposed to provide report to entire JCBF following this meeting with responses to issues below.
- 10.2 Council understands the juniper tree in the churchyard is not deemed to be dangerous therefore appropriate action to be taken following proposed tree survey.
- 10.3 The planting of Cherry Blossom tree by churchyard gate AGREED – for tree planning purposes this to be the replacement for the juniper tree.
- 10.4 Raising the canopy of the Scots Pines in the churchyard to be undertaken once advice obtained from proposed tree survey.
- 10.5 Council APPROVED the formation of a working party to concentrate on vegetation by Pollard and Rowe graves. Cllr Miller to join. Churchwarden to provide Clerk with details of each session and persons involved.
- 10.6 Churchwarden sent a report confirming a survey by Norfolk Wildlife Trust undertaken in 1991. A new survey to be undertaken before proceeding with churchyard conservation scheme idea.

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10.7 Council AGREED Garden Guardian will remove grass cuttings from churchyard following first cut of the season at cost of £120 + VAT to be met from JCBF funds.

11. SLIPWAY

Council considered request from the Broads Authority to trial issue of keys to slipway from one of their Information Centres. RESOLUTION – Clerk to continue holding and issuing keys in accordance with 2012 Deed of Variation to 1989 Agreement.

12. ISSUES ARISING WITHIN THE VILLAGE FOR DISCUSSION:

12.1 Access from Wymers Lane onto the bierway – Mr Crane to improve access to footpath from Wymers Lane at his own expense. Plans to start work when conditions dry. Norfolk County Council informed of impracticalities of their proposed scheme which they have now cancelled. Funds to be returned to Council. Cllr Jones reported Mr Crane was amenable to discussing moving footpath from centre to edge of field. Clerk to investigate process.

12.2 Defibrillators – New cabinet installed and AED returned to Pilson Green Pond site and in working order. Thermostat in cabinet at The Ship to be checked. Clerk to send letter of thanks to Mr Masters for undertaking work voluntarily.

12.3 Dog mess within the village – Cllr J Debbage reported a resident raised concerns over the dog fouling on the footpath through The Street leading to School Road. Notice to be placed in next available edition of The Mardler to remind owners to clear up after their dogs.

12.4 Pot holes in The Street – Clerk to report to Norfolk County Council. Residents can report too at <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

12.5 Glass recycling facilities at The Ship – Clerk reported that the volume collected this year has decreased from previous years. Notice to be placed in The Mardler to remind residents of the glass bottle bank at The Ship. Recycling credits paid to the Parish Council to finance activities.

12.6 Kingfisher Lane carpark – Clerk received email from Broadland District Council informing that a complaint had been made due to closure of carpark but they support Council's decision.

Council RESOLVED that in accordance with the Public Bodies (admission to Meetings) Act 1960 that the public and press be excluded during consideration of items 13 and 14 due to their confidential nature.

13. EMPLOYMENT MATTERS

Clerk to receive contracted pay increase as of 1st April 2021. Holiday schedule to be circulated to Council. 'Out of Office' message to be set up for emails during holiday periods.

14. JOINT COUNCILS BAKER FUND

Council AGREED to the request from the Parochial Church Council to reduce the payments received from the Baker Fund for a further two quarterly payments.

15. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 12th April 2021 including Annual Parish Meeting
Parish Council village walk
Annual Review of Effectiveness of Internal Control

Meeting closed 9pm

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