

SOUTH WALSHAM PARISH COUNCIL MEETING

Held on **Monday 4th October 2021** at South Walsham Village Hall at 7.30pm

1. ATTENDANCE

Present: Darren Debbage, John Debbage and Rod Russell (Chair of meeting in Cllr Jones' absence)

Clerk: Aileen Beck County Councillor: Fran Whymark 4 members of the public

Apologies: Malcolm Dennis, Roger Jones, Amanda Miller and Malcolm Steward

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Darren Debbage and John Debbage – Village Hall Trustees – item 10

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 6th September 2021 confirmed as a true record by Council and signed by the Chair.

4. PUBLIC FORUM

4.1 Cllr Whymark: Glad to be back to face-to-face meetings. Norfolk County Council/Home Office have support for up to 50 people relocating from Afghanistan, support to be given with school places, jobs etc. Donations via Bishop's Refugee Trust <https://www.dioceseofnorwich.org/donate/>. Cllr Whymark has £10,000 to spend on highways and environmental projects.

Cllr Thomas' report: Veolia awarded 10 year contract, with food waste programme to be implemented. Vehicles to use HVO fuel (hydrotreated vegetable oil) to reduce CO2 emissions by 90%. Norfolk Autism Partnership created free Autism Awareness eLearning programme – www.norfolkautismpartnership.org.uk. Broadland District Council released a new customer charter - <https://www.southnorfolkandbroadland.gov.uk/council/customer-charter>.

4.2 Complaint about poor mobile signal within the village with a request for phone mast issue to be readdressed (see item 10.3). Subscription button added to council's website <https://southwalshampc.norfolkparishes.gov.uk>.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 Highways report: verge trimmed & pothole filled on Broad Lane; 30mph sign on School Road prioritised for repair. Clerk to inform Highways other potholes require attention along Broad Lane and copy in Cllr Whymark.

5.2 Anglian Water: overgrown hedge at School Road pumping station – Clerk to chase as update overdue.

6. CORRESPONDENCE

| | | | |
|-------|---------------------------------------|---|-------|
| Email | Broadland District Council | Review of Hackney Carriage and Private Hire Vehicle Policy and Conditions – consultation ends 1 st November 2021 | Noted |
| Email | Norfolk Association of Local Councils | Further information about the 'Memorial Token' to be presented by a deputy Lord-Lieutenant in due course | Noted |
| Email | Broadland District Council | Broadland District Council's Gambling Policy Review – consultation ends 1 st November 2021 | Noted |
| Email | South Walsham Village Hall | Treasurer required - anyone interested to contact Darren Debbage, Chair of Trustees | Noted |

28/2021

| | | | |
|-------|-------------------|---|-------|
| Email | Marshland Mardler | Treasurer required – anyone interested to contact existing Treasurer or the Editor, Mundy Ellis | Noted |
|-------|-------------------|---|-------|

7. FINANCIAL & ADMINISTRATION MATTERS

7.1 Council RESOLVED to authorise the following payments:

| | Net £ | VAT £ | Gross £ |
|--|--------|-------|---------|
| Salaries | 760.46 | | 760.46 |
| PKF Littlejohn LLP - external audit | 200.00 | 40.00 | 240.00 |
| Water butt for Village Green | 38.00 | | 38.00 |
| HP Instant Ink – September | 2.91 | 0.58 | 3.49 |
| Book – Essential Law for Cemetery managers | 39.00 | | 39.00 |
| Mobile phone for Clerk | 66.66 | 13.33 | 79.99 |
| Sloane & Sons – memorial bench | 486.67 | 97.33 | 584.00 |
| Garden Guardian – grounds maintenance | 431.25 | 86.25 | 517.50 |
| South Walsham Village Hall – grounds maintenance | 260.44 | | 260.44 |
| Repayment slipway key deposit (4 @ £100) | 400.00 | | 400.00 |

7.2 Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 28th September 2021:

| | £ |
|---------------------------------------|-----------------|
| Bank a/c no 00621042 Current | 3,549.76 |
| Bank a/c no 01647010 Deposit | 21,424.29 |
| Bank ac/no 01460751 cemetery & c/yard | 32,289.95 |
| Bank a/c no 07455911 Deposit Hewitt | <u>2,066.60</u> |
| | 59,330.60 |

7.3 Council noted external audit completed by PKF Littlejohn LLP and published on Council's website on 27th September 2021.

7.4 Council noted Clerk to obtain SIM card and update contact details with new number when available.

7.5 Council RESOLVED that Cllr Miller to carry out mid-year financial review.

7.6 Council RESOLVED to adopt new Equality and Diversity policy.

7.7 Council RESOLVED to adopt revised Disciplinary and Grievance policies.

7.8 Council RESOLVED that the Clerk should utilise local shredding service at £10 plus VAT when required.

8. PLANNING

8.3 Planning application 20211632: erection of 2 holiday yurts with associated parking and forming of new access from highway at Chamery Hall, Chameryhall Lane, South Walsham NR13 6DU – no objection.

8.4 Planning application 20211700: change of use of agricultural building to dwelling at Metal Barn, County Farm, Green Lane, South Walsham NR13 6DE – no objection.

8.5 Planning application 20211679: replacement windows and doors to property at Oakwood Barn, 7 Newport Road, South Walsham NR13 6DS – no objection.

8.6 Planning application 20211722: replacement windows and doors to property at Oakwood Barn, 7 Newport Road, South Walsham NR13 6DS (listed building application) – no objection.

9. CEMETERY & CHURCHYARD

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 9 due to its confidential nature and that such item be moved to the end of the meeting. RESOLVED: item to be discussed next month due to number of councillors present.

29/2021

10. VILLAGE HALL

- 10.1 Cllr D Debbage reported grant funding of approx. £28,000 awarded to upgrade and refurbish the changing rooms.
- 10.2 New Defibrillator also obtained through a grant application; awaiting delivery of the cabinet.
- 10.3 Phone mast update: plans received for new potential site further along the perimeter of the playing field closer to Acle Road. Awaiting negotiation and planning permission application.
- 10.4 It was RESOLVED to accept quote of £250+VAT to instruct solicitors to review the proposed licence to Fairhaven CE VA Primary School to enable matter to proceed under powers given within the Financial Regulations.
- 10.5 Council noted the lease of land to Fairhaven CE VA Primary School proceeding concurrently with item 10.4.

11. LAND

Transfer of Village Green - no progress to report.

12. TREE WORK

Council RESOLVED to accept the quote from Crown Tree Services for £2,100, it being the only quote received with all necessary documentation to fulfil the requirements of the tree survey report, in accordance with Financial Regulation 11h.

13. MAINTENANCE & VILLAGE ISSUES

- 13.1 Benches – Memorial bench for David Pooley due to be delivered in November; Dudley Baker bench in cemetery to be refurbished (family aware and in agreement); seat at the Staithe to be replaced on a like-for-like basis (costs to be discussed at next meeting).
- 13.2 Bus Shelter – offer received from parishioner to treat Village Green Bus Shelter with preservative gladly accepted by Council. Cllr Russell/Cllr Steward to liaise.
- 13.3 Water Butt at Village Green – Council offered its thanks to Martin Thrower.
- 13.4 Defibrillators – Both units at Pilson Green pond and The Ship working, thanks to Lynne Meale, who has also agreed to monitor the new unit at the Village Hall, once installed.
- 13.5 Playground – update from Cllr Steward next month.
- 13.6 Speeding in the village – Clerk and Cllr D Debbage to consider viability of using existing SAM2 sign to monitor speeding problems raised at last month’s meeting with a view to providing proposal for equipment meeting criteria under the Parish Partnership Scheme through Norfolk County Council.

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 1st November 2021

Meeting closed 8.15pm

30/2021