

SOUTH WALSHAM PARISH COUNCIL MEETING

Held on **Monday 1st November 2021** at South Walsham Village Hall at 7.30pm

1. ATTENDANCE

Present: Darren Debbage, John Debbage, Malcolm Dennis, Amanda Miller, Rod Russell (Chair of meeting in Cllr Jones' absence) and Malcolm Steward.

Clerk: Aileen Beck

County Councillor: Fran Whymark

3 members of the public

Apologies: Roger Jones

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Darren Debbage, John Debbage & Malcolm Dennis – Village Hall Trustees – item 11

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 4th October 2021 confirmed as a true record by Council and signed by the Chair.

4. PUBLIC FORUM

- 4.1 County Councillor - Fran Whymark: Covid-19 vaccination programme progressing well, 88.8% of people aged 12 years or older have received their first jab, with over 83% also having had their second. 1 million trees project – trees and hedges are available to order through Norfolk County Council via Fran Whymark. Application required by 24th November. Norfolk County Council has allocated £106million to improve bus services in Norfolk, with aims being to cut fares for passengers under 25 years of age, cleaner and greener buses and to improve access.
District Councillor - Justine Thomas sent apologies. No report available.
- 4.2 Member of the public – tree work – see item 8.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

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

Councillor mid-year internal financial check completed. Thanks to Cllr Miller.

The Norfolk Lieutenancy Commemorative Plaque has arrived. To be displayed at the Village Hall.

6. CORRESPONDENCE

Email	Broadland District Council	Broadland and South Norfolk Business Awards nominations before 13 th December 2021 www.southnorfolkandbroadland.gov.uk/businessawards	Noted
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7. FINANCIAL & ADMINISTRATION MATTERS

7.1 Council RESOLVED to authorise the following payments:

	Net £	VAT £	Gross £
Salaries	760.46	0.00	760.46
HP Instant Ink – September	2.91	0.58	3.49
Microsoft Office subscription 1 year	49.99	10.00	59.99
Ace of Spades Garden Ltd – emergency tree work	3,880.00	776.00	4,656.00
George Taylor – maintenance around village	335.00	0.00	335.00
Garden Guardian – grounds maintenance	431.25	86.25	517.50
South Walsham Village Hall – grounds maintenance	<u>260.44</u>	<u>0.00</u>	<u>260.44</u>
	5,720.05	872.83	6,592.88
31/2021			

- 7.2 Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 25th October 2021:

	£
Bank a/c no 00621042 Current	11,015.94
Bank a/c no 01647010 Deposit	21,424.29
Bank ac/no 01460751 cemetery & c/yard	32,485.36
Bank a/c no 07455911 Deposit Hewitt	2,066.62
Cash/cheques in hand	<u>25.00</u>
	67,017.21

- 7.3 It was noted the mid-year VAT claim for £1,140 submitted to HMRC on 5th October 2021.
7.4 Council noted the second precept installment of £10,014 received from Broadland District Council.
7.5 Council noted and accepted the mid-year salary review.

8. TREES

Council authorised the emergency work undertaken at the Village Green, with approval of the Tree Officer for Broadland District Council, completed at a cost of £3,880 plus VAT. £1,000 received following successful claim through Council's insurers. Awaiting quote from contractor for brace to support one of the trees affected. Wood from the work sold at meeting for £50.

Work identified by the tree survey scheduled to take place in February, due to consents required in view of tree protection orders in place.

9. CEMETERY & CHURCHYARD

- 9.1 As there is no legal power to transfer ownership of a closed churchyard back to the Parochial Church Council once responsibility for its upkeep has been passed to the Parish Council, it was RESOLVED that the proposed Memorandum of Understanding prepared by the Parochial Church Council could not be agreed. Council noted their responsibility to maintain the churchyard in decent order and to keep the walls and fences in good repair.
- 9.2 A request had been received to purchase a wheelbarrow for use of the churchyard working party: Cllr J Debbage aware of possibility that one could be donated by Cllr Jones – to report back next meeting.
- 9.3 Council received comments regarding the cemetery following a recent funeral: RESOLVED – Cllr Steward to head a working party to tidy up the cemetery to be discussed in more detail next month.

10. BUDGET

- 10.1 Council reviewed existing maintenance contracts – to be finalised next meeting.
- 10.2 Maintenance costs for Burlingham Road pond to be borne by County Farms; figure within draft budget to be transferred to bench maintenance costs allocation. Clerk to draft memorial bench policy.
- 10.3 Council RESOLVED to accept the Budget report prepared by the Clerk for 2022/2023. Total expenditure for the year was set at £21,123 and a precept sum of £20,671.

11. VILLAGE HALL & PLAYGROUND

- 11.1 Changing rooms upgrade – due to take place February 2022.
- 11.2 First quote for relocating basket swing within playground £5,534.75 plus VAT. Cllr Steward to obtain further quotes for next meeting.
- 11.3 Update on lease and licence to Fairhaven CofE VA Primary School – nothing to report.
- 11.4 It was noted a treasurer required for Village Hall Management Committee as of 1st January 2022 otherwise management would revert to the Parish Council.

12. HIGHWAYS ISSUES

Highways Inspectors due to visit the village week commencing 22nd November. Issues to report include: speeding along Chameryhall Lane; request for road sign for the cemetery and moving 30mph speed limit so it includes the cemetery entrance; speeding and potholes along Broad Lane; SAM2 problems as post on Panxworth Road inaccessible due to overgrown hedge, hedge opposite South Walsham Hall needs cutting back too; Hedge cutting and footpath maintenance required along School Road; standing water at the School Road junction and opposite the old Post Office following any heavy rainfall; Street signs needing repair/attention include The Street (opposite School Road junction), Burlingham Road, 30mph sign on School Road, 30mph sign on Upton Road and signs for South Walsham on A47 turning.

13. MAINTENANCE & VILLAGE ISSUES

- 13.1 Benches – George Taylor to repair Baker bench in the cemetery and also lay the concrete base for the Pooley bench in the community woodland. Clerk received report of damage to Grantham bench in the churchyard, but problem resolved upon inspection by the family and no further action required.
- 13.2 Footpath cutting – as Norfolk County Council are not cutting footpaths adequately Upton Parish Council are purchasing their own equipment and will consider hiring to council for use within the village. Costs to follow.

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 6th December 2021

Dog fouling

Policy reviews: Reserves policy, Grant awarding policy, Web Accessibility policy and Sickness policy

Meeting closed 9.05pm

33/2021