

SOUTH WALSHAM PARISH COUNCIL MEETING

Held on **Monday 7th February 2022** at South Walsham Village Hall at 7.30pm

1. ATTENDANCE

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

Clerk: Aileen Beck County Councillor Fran Whymark 9 members of the public

The Chairman welcomed Cllr Crook back onto Council following the uncontested election: Acceptance of Office form signed, a copy of the Code of Conduct given for information along with the Declaration of Interests form for completion and return to Broadland District Council.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Darren Debbage, John Debbage & Malcolm Dennis – Village Hall Trustees – item 10

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 10th January 2022 confirmed as a true record by Council and signed by the Chair.

4. PUBLIC FORUM

- 4.1 County Councillor Fran Whymark: DigiFest 2022 runs throughout February with workshops for children aged 4 to 14 the chance to get hands-on with fun digital tech
<https://www.norfolk.gov.uk/libraries-local-history-and-archives/libraries/whats-on/norfolk-digifest>.
National Apprenticeship Week: see <https://www.norfolk.gov.uk/education-and-learning/adult-learning/apprenticeships>
Broadland District Council Help Hub continues to support those requiring assistance, including a hardship fund – telephone 01603 430431.
The £150 payment promised for those living in Band A-D properties is in the process of being formulated by Broadland District Council. Further information will be released when available.
- 4.2 Comments from members of the public:
Clarification from the Parochial Church Council that that it will pay over more sums to the Parish Council as and when required towards the maintenance of the churchyard and cemetery as per the terms of the late Mr Baker's Will.
Concern regarding perceived property boundary change to acquire additional land behind the Village Green.
Comments of dissatisfaction with an article in the latest edition of The Marshland Mardler.
Notification of extent of potholes along Broad Lane and Field Road which are causing problems for all traffic. Also concerns that road signs are rotting at the base, falling onto the ground and not being replaced (for example the sign to the village from the A47 turning).
Emergency tree work at the junction of School Road and the street necessitating the road to be closed for two nights, the first 9.15pm to 3am, the second 8pm to 1am: comments of confusing signs, especially for those who do not know the area and that signs erected prior to work but not taken down until approximately three days later. Neighbouring properties did not receive any notification of the works.
Query regarding recent building work along Fleet Lane – resident to contact Broads Authority direct.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

Risk Assessments for volunteer projects being compiled – Cllr Steward and Clerk.

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Queen's Jubilee Workshop for Councillors – 10.15am 24th February 2022 via Teams.
 Tree planting schemes deadline extended by South Norfolk and Broadland District Council.
 Churchyard lights – remaining faulty unit repaired and replaced.

6. CORRESPONDENCE

Email	Tots to Teens club	Activity days during half term: call 01603 430525 and visit www.broadland.gov.uk/t2t	Noted
Email	Fairhaven pre-school	Query about Queen's Jubilee events	Clerk to respond

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 – November	8.32	1.67	9.99
Wicksteed	51.50	10.30	61.80
Norfolk Citizens Advice	50.00	0.00	50.00
SLCC Enterprises Ltd	15.00	3.00	18.00
SWVH - meeting costs	135.00	0.00	135.00
ASAP Electrical Services	25.00	0.00	25.00
Post Office Ltd (stamps)	7.92	0.00	7.92

7.2 Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 1st February 2022:

	£
Bank a/c no 00621042 Current	5,983.01
Bank a/c no 01647010 Deposit	18,424.29
Bank ac/no 01460751 cemetery & c/yard	34,912.78
Bank a/c no 07455911 Deposit Hewitt	2,065.63
Cash	<u>10.00</u>
	61,395.71

7.3 Council noted internal transfers as follows: £3,000 from deposit account to treasurer's account and £1.05 from Hewitt account to treasurer's account.

7.4 Cllr Miller signed mandate form to become one of the four signatories for Council's bank accounts.

7.5 Council RESOLVED to agree Clerk's training costs: £15 + VAT for SLCC 'Managing Local Council Elections' and £39 for SLCC Norfolk all day conference in Norwich in March 2022.

7.6 Council RESOLVED to re-adopt Council's Health and Safety policy reviewed annually.

7. PLANNING

Planning application 20220032: relocation of oil tank to front of property at 27 Upton Road, South Walsham, NR13 6EL: RESOLVED no objection.

8. CEMETERY & CHURCHYARD

8.1 Council RESOLVED to agree to the Friends of South Walsham Cemetery volunteer group carrying out the works below, subject to appropriate risk assessments:

- 8.1.1 Cleaning of gates and steel rails prior to undercoat and painting;
- 8.1.2 Purchase of two signs stating parking for cemetery visitors only agreed at cost of £66;
- 8.1.3 Substantially trim back hedge, cuttings to be burnt on Village Hall site - associated costs of £51 agreed;
- 8.1.4 Maintenance work to bridge;

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- 8.1.5 Top up of sunken graves – advance notice to be given wherever possible;
 - 8.1.6 Although not discussed in detail, as it is thought that the amount of soil is too excessive for the Friends of the Cemetery to take on themselves perhaps outside help would be required, although Council agreed to tidy and clear the area alongside new hedging plants;
 - 8.1.7 Provision of a new compost area near the entrance for ease of removal. Thanks to Cllr Dennis for offer of wheelbarrow.
- 8.2 Council noted that Clerk has received instructions from the Diocese for the consecration process for the cemetery extension. Clerk to proceed with collating paperwork.
- 8.3 Council noted the faculty for planned tree work at the churchyard has been granted by the Diocese, thanks to the Parochial Church Council for its cooperation.

9. VILLAGE GREEN

- 9.1 Council RESOLVED to accept Mr Thrower's offer to treat the Bus Shelter and agreed the £50 cost of wood treatment – colour to be determined.
- 9.2 Council RESOLVED to accept the quote from Filcris at a cost of £395 to build four planters; two either side of the Village sign.
- 9.3 Council RESOLVED to consult the Tree Officer for Broadland District Council before authorising any further work on the oak at rear of the green due to escalating costs.
- 9.4 Council noted the work that Mr Thrower has carried out on the Village Green and thanks him for giving his time.

10. VILLAGE HALL & PLAYGROUND

Agreement has yet to be reached for either the lease or licence to Fairhaven CofE VA Primary School. As the Parish Council are responsible for the legal fees for the licence it was RESOLVED that the matter be taken no further due to escalating costs and no noticeable progress. Clerk to contact solicitors accordingly.

11. MAINTENANCE ISSUES

Hedge maintenance – Cllr Steward to contact County Farms regarding School Road footpath as height needs reducing as well as regular cuts. Clerk awaiting response to enquiry to Norfolk County Council about footpath maintenance schedule.

12. POTHoles

It was noted that the Clerk informs Norfolk County Council of highways issues when reported to her but that it is also possible to report personally online via <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

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 13 due to its confidential nature.

13. LAND

Council discussed matters relating to land owned and managed within the village and instructed the Clerk to carry out necessary investigations.

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 7th March 2022

Meeting closed 21.05

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