

SOUTH WALSHAM PARISH COUNCIL MEETING

Held on **Monday 6th June 2022** at South Walsham Village Hall at 7.30pm

1. ATTENDANCE

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

Clerk: Aileen Beck 8 members of the public plus County Councillor Fran Whymark

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr J Debbage – Village Hall Trustee – items 14 and 16

Cllr Jones – items 9.2 and 14

Cllr Crook – item 9.1

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 9th May 2022 confirmed as a true record by Council and signed by the Chair.

4. COUNCILLOR VACANCY

4.1 Council NOTED the resignation of Cllr D Debbage and the subsequent casual vacancy notification issued by Broadland District Council dated 24th May 2022. Clerk will be informed whether an election has been called on 15th June 2022. In view of the costs incurred from the previous vacancy, if an election has been called it was RESOLVED to tell the District Council to not print poll cards.

4.2 It was AGREED to prepare an advertisement for The Marshland Mardler confirming the vacancy and to contact the Clerk for further information – to be printed if Broadland District Council confirm that the Parish Council can fill the vacancy by co-option.

5. PUBLIC PARTICIPATION & REPORTS

5.1 Report from County Councillor Fran Whymark:

Hedge along School Road: County Farms have spoken to the tenant and such problems should not arise again. He is awaiting to hear from the Highways department in response to Council's request to be reimbursed for costs incurred and volunteers time.

Norfolk County Council operates a 24-hour countywide Norfolk Swift Response Service. This service is for people who are over 18, living at home and require physical or practical support with daily living tasks. Call Norfolk Swift Response on 0344 800 8020 and select option 1.

Norfolk Residents Panel launched in 2020 with 1,000 residents involved. Panel to be extended -

<https://www.norfolk.gov.uk/what-we-do-and-how-we-work/have-your-say/norfolk-residents-panel>

5.2 Comments from members of the public:

Field Road – is it possible to have signs indicating passing places

Wymers Lane – residents using passing places as permanent parking

Signs to the village from A47 – these have been reported to Highways England and now scheduled to be replaced in due course.

Visitors to the village have indicated one of the boards by the broad refers to The Ship – Cllr Crook to investigate.

Dog waste bin – request to have an additional bin installed near Pilson Green pond. Chair confirmed that such waste can be placed in green bins situated throughout the village.

Speed limits towards the broad – Clerk to contact Highways again about the suitability of the national speed limit.

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Village Hall – query about item 16 as memorandum already in place to set out the relationship between the Village Hall and Parish Council. Chair suggested this be considered upon reaching item 16.

Broad Lane – check whether entire verge cut, if not, refer to Highways department for action.

6. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

Planters – to be located in front of The Kings Arm as discussed last month. Additional planters to be made to encompass the bulbs at the front of the green either side of the village sign.

7. CORRESPONDENCE

Email	Norfolk County Council	Consultation period to 11 th July 2022 on 'The Norfolk County Council Local List for Validation of Planning Applications Consultation, Draft 2022'.	Noted
Email	Norfolk Community Health and Care Trust	New NHS research campaign into quitting smoking – call 0207 882 8231 or email vapeline@gmul.ac.uk for details	Noted
Email	Norfolk Constabulary	Crime data no longer included within newsletters: accessible at www.police.uk/your-area/norfolk-constabulary . Engagement survey: https://www.smartsurvey.co.uk/s/LK2S0T	Noted
Email	Norfolk County Council	Bus Service Improvement Plan consultation open until 5 th July https://norfolk.citizenspace.com/consultation/bsip/	Noted
Email	Broads Authority	Consultation on draft Broads Plan 2022-27 see https://www.broads-authority.gov.uk/about-us/how-we-work/transparency/consultations	Clerk to respond asking for more rubbish disposal points

8. FINANCIAL & ADMINISTRATION MATTERS

8.1 Council RESOLVED to authorise the following payments:

	Net £	VAT £	Gross £
Salaries	791.39	0.00	791.39
URM – glass recycling collection costs	39.15	7.83	46.98
The Garden Guardian – grounds maintenance costs May	461.50	92.30	553.80
South Walsham Village Hall – grounds maintenance costs May	213.94	0.00	213.94
HP Instant Ink	8.32	1.67	9.99
Roys – stationery	7.58	0.00	7.58
George Taylor - tree stump grinding	220.00	0.00	220.00
Abbey Memorials (Stonecraft) Ltd – Smith tomb deposit	270.83	54.17	325.00

8.2 Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 29th May 2022.

£	
Bank a/c no 00621042 Current	8,459.88
Bank a/c no 01647010 Deposit	18,424.29
Bank ac/no 01460751 cemetery & c/yard	33,028.92
Bank a/c no 07455911 Deposit Hewitt	<u>2,040.71</u>
	61,953.80

8.3 Council noted VAT refund of £1,265.55 received from HM Revenue & Customs.

8.4 It was AGREED that Cllr Steward would review the insurance replacement values within the Asset Register with the assistance from the other councillors.

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- 8.5 Council RESOLVED to (1) accept the internal audit report dated 30th May 2022 and noted that there are no recommendations to implement; (2) answer in the affirmative to the statements within Section 1 of the Annual Governance and Accountability Return and (3) accept the figures quoted in Section 2. Document signed by the Chairman and Clerk where necessary. Clerk to submit paperwork to the external auditor. Public right to inspect accounts to begin on 13th June 2022 and end on 22nd July 2022.
- 8.6 Council RESOLVED to approve Financial Regulations and Standing Orders and noted the Data Audit Review carried out by the Clerk.

9. PLANNING

- 9.1 Planning application 20220337: removal of hedge and erection of fence at Holgate, 10 Church Close, South Walsham NR13 6DW – no objection.
- 9.2 Planning application 20220830: proposed two storey extension and associated works at Harefen Farm, 7 Hare Fen Lane, South Walsham NR13 6DG – no objection.

10. CEMETERY AND CHURCHYARD

10.1 Council were advised by Cllrs Steward and Crook that the cemetery had not be mowed for four weeks and that a record was being kept. The grass seed planted by the new hedging is starting to grow. Thanks to Mr Randell and Cllr Crook for painting the railings green. George Taylor has carried out a great job grounding out the conifer stumps. Ground waterlogged after recent heavy rain – Clerk to continue research and refer to the Environment Agency. Discussed the difficulties getting out the entrance – to be discussed during the council walk around the walk and discussed at next meeting with Cllrs to share information they hold in advance.

10.2 The Friends of the Churchyard – Cllrs Steward/Miller/Crook – have held their first meeting. Agreed that Cllr Crook would contact Garden Guardian to see whether it would be possible to spend more time and attention on the front of the churchyard even if this meant less time was spent in the rear. To be discussed by full council next month before any decisions are made. Agreed that Cllr Steward would ask George Taylor for a quote to ground out the two stumps in the churchyard. Volunteer day arranged to be held at the churchyard on 18th June 2022 starting at 10am. Chair advised that the Clerk must be informed in advance of any such working parties and health and safety procedures followed. Monthly report to be made to Council for discussion and agreement before starting any projects. If the Friends of the Churchyard wish to inspect the gravestones, a councillor must be appointed beforehand to act on behalf of the council and the clerk involved.

10.3 The Clerk confirmed that work due to commence shortly on the Smith tomb in the churchyard following payment of the requested deposit.

10.4 RESOLVED: Clerk to contact the Kinder family to confirm that it is not in a position to purchase the strip of land from the cemetery to School Road however the Village Hall were interested in doing so.

11. TREE WORK

Clerk reported that the annual tree inspection is due to be carried out shortly by Target Trees. The recent tree work has been inspected, a few queries identified and awaiting resolution by the opinion of the tree officer at Broadland District Council. Upon receipt of the report discussion regarding the oak at the Village Green can resume.

12. PLAYGROUND

Council RESOLVED to arrange the annual inspection of the playground equipment at a cost of £120 plus VAT.

13. PARKING IN ST MARY'S CLOSE

Clarion Housing have confirmed in writing to the Clerk that the wooden posts discussed at last month's meeting will not be installed. However, vehicular access over the grassed area is for exceptional circumstances only.

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14. SCHOOL ROAD FENCE AND HEDGE

Clerk sent report compiled by Cllr Crook to Cllr Whymark – see County Councillors report at 5.1.

15. TIMING OF SLIPWAY KEY BALLOT

RESOLVED: the key ballot for 2022 will take place next month as previously arranged. However, the following draw will take place in March 2023 to bring it in line with fishing seasons and Broads Authority annual toll requirements.

16. VILLAGE HALL

Cllr Crook circulated a report regarding his interpretation of the Village Hall and Parish Council relationship. After a lively discussion, it was RESOLVED that he would circulate the copy of the constitution he holds as without sight of it further discussions would be unproductive.

17. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled Council meeting: 4th July 2022; Village Walk for Council members 16th June 2022.
Deadline for items for the next agenda: with the Clerk by 5pm Friday 24th June 2022

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