

SOUTH WALSHAM PARISH COUNCIL MEETING

Held on **Monday 3rd October 2022** at South Walsham Village Hall at 7.30pm

Prior to the commencement of the meeting a one minute silence was observed to pay respects to H M Queen Elizabeth II following her death on 8th September 2022.

1. ATTENDANCE

Present: John Debbage, Suzanne Grant and Malcolm Steward (Chair)

Apologies: Peter Crook, Malcolm Dennis, Amanda Miller

Clerk: Aileen Beck 13 members of the public plus County Councillor Fran Whymark

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 5th September 2022 confirmed as a true record by Council and signed by the Chair.

4. COUNCILLOR VACANCY

Council noted that there is the opportunity to co-opt one person onto council – vacancy to be advertised on website and noticeboards with view to cop-opt at November's meeting.

5. PUBLIC PARTICIPATION & REPORTS

5.1 County Councillor - Fran Whymark: South Norfolk and Broadland District Councils move to the Horizon building is imminent. Thorpe Lodge has been placed on the market for sale. Food bin collections start this week. Norwich Western link consultation closes 9th October. Department of Transport pledged £49.5 million to improve Norfolk's bus service (£30.9 million capital and £18.6 million revenue). See also item 10. Food Innovation Centre at Honingham now open.

5.2 Trustees from the Village Hall reported that figures quoted on their behalf last month were incorrect; the figures given covered the national lockdown in 2020. So far in 2022, around £900 has been spent on heating oil, with more to be ordered shortly and electricity bills of approx. £3,200 with the monthly payment having increased to over £700. Price increases were therefore required to cover costs. Concerns also raised that the efforts of the Trustees were not appreciated – the chair confirmed this was not the case and that the council was most appreciative of their hard work. Comments about the preschool situation continue, with queries raised about the release of personal email addresses without consent.

Issues with council website – this is hosted by the Norfolk Association of Local Councils so clerk has control of content but otherwise managed by NALC.

There will be a ticketed bonfire event held at Fairhaven on 4th November 2022

6. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES ONLY

To receive brief verbal reports from the Clerk and Councillors for matters not otherwise appearing within this agenda, to include:

6.1 Hedge cutting along School Road – meeting held with Justin Le May, Highways Engineer, and awaiting paperwork to formalise agreement. Insurance requirements received and discussed. Clerk to pass onto Cllr Steward for consideration when preparing specification of work to be carried out and risk assessment.

6.2 Safety work at Town Green – Complaint received that work started at 6.30pm on the day of the Queen's funeral.

32/2022

South Walsham Parish Council, 3 Broadacres, South Walsham NR13 6EJ

Clerk: Miss Aileen Beck Telephone: 01603 270392 Email: southwclerk@outlook.com

The council regrets any inevitable disturbance to neighbours due to timing of this work made necessary due to incidents and reports made about that stretch of road.

- 6.3 Burlingham Wood update – annual autumn clearance underway with thanks to Justin Everson and Richard Bond for their hard work. Fairhaven have cut the road side grass verge and cleared the excess growth from the trees around the pond.
- 6.4 Burlingham Road/Newport Road corner – Thanks to Mr Everson for cutting the brambles.
- 6.5 Planters – now in situ at the village green.
- 6.6 Noticeboards – board on the bus shelter returned, new noticeboard installed at the cemetery. The free standing one on the village green to be refurbished.
- 6.7 New basket swing – installed and available for use. Old unit still in place. Mud kitchen to be taken away for repair.
- 6.8 Bench at the staithe – Thanks to Rod Russell for treating the wood donated by Roger Jones and for making metal legs, ready to be installed when the current bench on the staithe has reached the end of its lifespan.
- 6.9 Friends of the Cemetery report – bank levelling complete. Sunken grave project completed for this year, to be reviewed in 2023. Cemetery side of the ditch treated for weeds (with thanks to the Village Hall Trustees for treating the other side) along with the new hedge which has also been trimmed. Three shrubs/trees at front of the cemetery to be removed when leaves die back. Two tilting headstones adjusted at the request of the family – if to be carried out in future amendments need to be made to regulations. Suggestions to clerk and chairman.
- 6.10 Quotes for tree work – three companies approached. On agenda when quotes received.
- 6.11 Communication mast on playing field – no further news as awaiting planning application from the company responsible for the mast.

7. CORRESPONDENCE

Email	Broadland District Council	Rough Sleeper Count – 29 th September 2022	Noted
Email	Broads Authority	Alder tree at the slipway due to be felled w/c 10 th October due to decline and needs to be removed for safety reasons	Noted

8. FINANCIAL & ADMINISTRATION MATTERS

- 8.1 Council RESOLVED to authorise the following payments:

	Net £	VAT £	Gross £
Salaries	791.39	0.00	791.39
The Garden Guardian - grasscutting September	461.50	92.30	553.80
Chainsaw service fee reimbursement	114.18		114.08
Abbey Memorials – balance due Smith tomb at churchyard	252.50	52.50	305.00
P Crook – reimbursement costs of cemetery notice board	57.94		57.94
M Steward – reimbursement costs of new playground signs	38.00	7.60	45.60

- 8.2 Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 28th September 2022.

	£
Bank a/c no 00621042 Current	2,815.64
Bank a/c no 01647010 Deposit	18,424.29
Bank ac/no 01460751 cemetery & c/yard	30,810.04
Bank a/c no 07455911 Deposit Hewitt	2,065.91
Cheques/cash in hand	<u>0.00</u>
	54,115.88

- 8.3 Council appointed Cllr Grant to undertake mid year internal review – Clerk to arrange.

33/2022

- 8.4 The internal transaction of £4,002.11 from the churchyard and cemetery account to the treasurer's account during September was noted.
- 8.5 Council resolved that the clerk should make the necessary arrangements to ensure full internet banking access for Clerk and authorised Councillors.
- 8.6 Council rejected the idea of receiving annual allowances. If required, larger documents could be printed by the clerk if required on an infrequent basis, otherwise councillors are requested to consider the need for printing large volumes of correspondence/documents.
- 8.7 It was noted that councillors with areas of responsibility are to submit budget requests for spending during 2023/24 fiscal year to the Clerk by 29th October 2022.

9. PLANNING

Planning application 20221044: amended plans for retrospective application to create a yard space for machinery and associated kit storage at Fairhaven Garden Trust Gardens, School Road, South Walsham NR13 6DZ – no objection.

10. CEMETERY ACCESS

Cllr Whymark offered to arrange to meet with the Highways Engineer Justin Le May to talk through the problems with him. Offer gratefully accepted by council. Cllr Whymark to liaise with the clerk.

11. TREE PLANTING

A request received from a parishioner to plant more trees within the village – further information requested not forthcoming to date. To be included on next agenda if suggestions of location and suitable trees received.

12. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled Council meeting: 7th November 2022. Deadline for the next agenda: Friday 29th October 2022. Items for inclusion: groundwater survey/cemetery; hedge cutting at the village green (Cllrs Debbage and Steward to inspect before next meeting); ownership of the village green; footpath maintenance to be reported to Highways, along with damaged road sign for School Road at Upton Road junction.

Meeting closed 8.23pm

34/2022