

SOUTH WALSHAM PARISH COUNCIL MEETING

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

1. ATTENDANCE

Present: Peter Crook (Chair), John Debbage, Malcolm Dennis, Suzanne Grant, Amanda Miller, Paul Randell (from item 3) and Malcolm Steward

Apologies: District Councillor Justine Thomas

Clerk: Aileen Beck 7 members of the public plus County Councillor Fran Whymark

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

3. CO-OPTION OF ONE COUNCILLOR

Paul Randell elected to fill the councillor vacancy. Acceptance of Office form signed. Declaration of Interest form to be discussed after the meeting.

4. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 3rd October 2022 confirmed as a true record by Council and signed by the Chair.

5. PUBLIC PARTICIPATION & REPORTS

5.1 County Councillor Fran Whymark: Norfolk Strategic Flood Alliance request that landowners keep their water courses clear, especially during the recent heavy rain, to assist water flow. To keep abreast of scams doing the rounds follow Norfolk Trading Standards on Facebook and/or Twitter, or sign up to receive email notifications at <https://www.norfolk.gov.uk/business/trading-standards/scams>. Broadland Northway works ongoing for the next five weeks or so having been coordinated with necessary Anglian Water too. Hoveton Great Broad – barriers to be erected to restore clear water conditions, so will stop fish entering the broad.

5.2 Bonfire night events: two events held in the village this year, each on separate evenings. No traffic issues experienced along School Road. Queries over format of Friday's event, and whether fireworks had been mentioned, or just a bonfire.

Village Hall: resident concerned at the division arising within the community including the preschool potentially having to move from current venue due to cost of living increases and access to the cemetery.

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

6.1 Burlingham Wood update – Richard Bond gave thanks to John Debbage and Peter Crook for their assistance with the annual cutting of paths and open areas. Two benches removed for maintenance over the winter.

6.2 Quotes for tree work – No quotes received to date. Alternative companies identified by Clerk. Conversation to be held after meeting with Louise from Fairhaven Gardens. Request from the Friends of the Cemetery group to consider raising the canopy of the trees at the front along Village Hall boundary. Clerk to confirm whether any work required on trees within the churchyard.

6.3 Churchyard lighting – three monthly report received confirming all lights working properly and no signs of ant activity.

6.4 Cllr Crook to review cemetery rules and produce draft for consideration next meeting.

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CORRESPONDENCE

Email	Broads Authority	Two documents out for consultation: (a) Local Plan Issues and Options (b) Design Guide. https://www.broads-authority.gov.uk/about-us/how-we-work/transparency/consultations	Noted
Email	Norfolk Association of Local Councils	Norfolk County Council Cost of Living Support www.norfolk.gov.uk/costofliving Emergency help with food or fuel approach the Norfolk Assistance Scheme www.norfolk.gov.uk/NAS or call 0344 800 8020	See SWPC website for more information
Email	Broadland District Council	Local Government Model Councillor Code of Conduct consultation in readiness for adoption prior to May 2023 elections https://www.local.gov.uk/publications/local-government-association-model-councillor-code-conduct-2020	Clerk to summarise revisions
Email	Norfolk County Council	Streetscene Inspector visit due 21 st November 2022 if work identified for their attention	Details to Clerk by 15 th November 2022
Email	Broadland District Council	Warm Spaces Grant	Noted. Copy requested by Churchwarden
Email	Norfolk County Council	Temporary Traffic Order Burlingham Road junction with Panxworth Road 2 nd to 8 th November for installation of electrical power cables	Noted
Email	Broadland District Council	Rough Sleeper Count – 16 th November 2022	Noted
Email	Norfolk County Council	Consultation on county council Council Tax and spending proposals www.norfolk.gov.uk/budget	Noted
Email	Transport East	Rural Mobility Survey – response from council required	Clerk to request greater frequency of buses for the village

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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 October	461.50	92.30	553.80
South Walsham Village Hall – grasscutting October	213.94	0.00	213.94
HP Instant Ink	8.32	1.67	9.99
Search fees for land and property information	6.00	0.00	6.00
Microsoft 365 subscription	49.99	10.00	59.99

5.1 Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 1st November 2022.

	£
Bank a/c no 00621042 Current	11,453.04
Bank a/c no 01647010 Deposit	18,424.29
Bank ac/no 01460751 cemetery & c/yard	30,811.35
Bank a/c no 07455911 Deposit Hewitt	2,066.00
Cheques/cash in hand	<u>0.00</u>
	62,754.68

8.2 Councillors allocated areas of responsibility between themselves. Clerk to update website and circulate updated information to Council.

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- 8.3 RESOLVED: costs of Data Protection Training and a place at the Society of Local Council Clerks/Norfolk Association of Local Councils Autumn Update agreed for Clerk's CPD. Plus induction training for new councillors agreed – said councillors to liaise with the Clerk.
Clerk's appraisal to be held in August 2023 with Councillors Steward and Miller.
- 8.4 RESOLVED: request for professional Anvil loppers for use within the village at an approximate cost of £35 agreed.

9 BUDGET

Clerk presented the draft budget for 2023/2024. Suggested budget for the year of £29,937 equalling a precept request to Broadland District Council of £23,237. Council to review and comment in readiness for any revision to be discussed next month.

10 PLANNING

- 10.1 Planning application 20221562: demolition of garage and erection of dwelling and garden room with screening wall at The Garage, The Street, South Walsham NR13 6EH. Clerk to raise an objection on the basis of parking/traffic concerns raised by Highways
- 10.2 Planning application 20221515: Proposed summer house/home office at the rear of the garden at The Barn House, 15 Broad Lane, South Walsham NR13 6EE. Clerk to raise objection due to size of proposed building and its potential adverse effect on neighbouring properties.
- 10.3 Planning application 20221704: detach workshop in rear garden at Keston, 8 Panxworth Road, South Walsham, NR13 6DY. No objection.
- 10.4 Planning application 20221710: installation of 20 solar panels on the house annex roof using an in roof mounting at Fairhavens View, 27a The Street, South Walsham, NR13 6DQ. No objection.

11 PLAYGROUND

All equipment in good condition however the merry-go-round has noisy bearings. AGREED: Cllr Steward to lift two sections of decking to investigate further, assisted by Cllr Crook.

12 SCHOOL ROAD HEDGE AND FOOTPATH CUTTING ARRANGEMENTS WITH NORFOLK COUNTY COUNCIL

Proposal agreed in principle. Initially work to be carried out by volunteers, in accordance with insurance requirements and Health and Safety policy procedures. Clerk to check whether agreement covers just both sides of the footpath, or the road side of the hedge too and that Norfolk County Council still responsible for maintaining the top of the hedge. RESOLVED: Cllrs Crook, Debbage, Randell and Steward to discuss further and report to next meeting.

13 PROPOSED HIGHWAY WORKS AT FORMER KINGS ARMS

Norfolk County Council produced highway proposals for highway improvements in view of proposed residential development. AGREED: Clerk to suggest flower beds with modest planting together with a bench. Clerk to arrange meeting with Highways Development Management Officer so Cllrs Grant and Miller can raise their thoughts regarding the site with NCC.

14 PARKING ALONG BURLINGHAM ROAD

Recent incident involving position of setting sun affecting visibility discussed. Parking along road still a concern.

15 CEMETERY

Meeting with the Highways Engineer on 4th November discussed. AGREED: Clerk to contact the NCC Highways Development Manager to obtain costs of closing off Acle Road entrance and viability of changing access point. Clerk to submit pre-planning application to obtain further guidance about planning permission and groundwater survey. Clerk to report back next month.

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Cllr Crook to write a letter to the Trustees of the Village Hall to explain the proposal for using Village Hall land to access the cemetery. Village Hall representative confirmed that there was no objection for pedestrian access.

Visibility at entrance to be improved by cutting of roadside hedge outside cemetery.

Friends of the Cemetery report received: kerb stones uncovered. Maintenance contract to be amended to ensure kerbing kept tidy, monthly feedback/report and clarification over hedge cutting.

Request to have canopy of trees at the front of cemetery raised – Clerk to obtain quotes.

RESOLVED: cost of grinding out tree stumps at front of cemetery agreed at approximate cost of £150.

16 VILLAGE GREEN

Recent hedge cutting has caused uneven rutting, despite request to remedy any damage the same day. Councillors to consider limiting the current access point onto the green. Clerk awaiting response from land owner regarding the proposed transfer of ownership.

17 ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled Council meeting: 5th December 2022. Deadline for the next agenda: Friday 25th November 2022.

Meeting closed 9.15pm

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