**SOUTH WALSHAM PARISH COUNCIL MEETING**

Held on **Monday 19th December 2022** at South Walsham Village Hall at 7.30pm

1. **ATTENDANCE**

Present: Peter Crook (Chair), John Debbage, Amanda Miller, Paul Randell and Malcolm Steward

Apologies: Malcolm Dennis, Suzanne Grant & County Councillor Fran Whymark

Clerk: Aileen Beck 2 members of the public plus District Councillors Justine Thomas and Nigel Brennan

1. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr Debbage – Village Hall Trusteeship – 13.1

1. **MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council Meeting held on 7th November 2022 confirmed as a true record by Council and signed by the Chair.

1. **PUBLIC PARTICIPATION & REPORTS**
   1. District Councillor - Justine Thomas: Food waste roll out going well. Recycling rates for Broadland are at a good level. A new app has been launched ‘Bin Collections Broadland’. Warm Spaces grants still available.

District Councillor - Nigel Brennan: Broadland Help Hub can be contacted on 01603 430431 for help and support. Peer review carried out for Broadland District Council resulting in an overall good report.

County Councillor - Fran Whymark: Norfolk is in the process of progressing a ‘county deal see [www.norfolk.gov.uk/norfolkcountydeal](http://www.norfolk.gov.uk/norfolkcountydeal) for more information.

* 1. Comments from members of the public – none.

1. **MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES ONLY**
   1. Defibrillator at Pilson Green pond – Cllr Steward reported the defibrillator had been temporarily removed to allow work to be carried out on the building and had now been returned and checked by a local electrician.
   2. Proposed Highways works at former Kings Arms – Clerk reported that the Highways Development Management Officer had asked for a sketch of ideas or list of points. Clerk to ask for a short 15 minute or so site meeting.
2. **CORRESPONDENCE**

|  |  |  |  |
| --- | --- | --- | --- |
| Email | Broadland District Council | Elections Act 2022 update – photographic ID required to vote. If no such ID available, Voter Authority Certificate applications to be launched med January 2023. | Noted |
| Email | Norfolk Association of Local Councils | Update of services provided to member councils | Noted |
| Email | Broadland District Council | Revised Parliamentary boundaries – South Walsham to form part of the Broadland and Fakenham County Constituency | Noted |
| Email | Broads Authority | Broads Plan 2022-2027 https://www.broads-authority.gov.uk/about-us/how-we-work/strategy/broads-plan-2022/\_nocache | Noted |
| Email | Village Hall trustee | Bonfire night events | Noted |

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1. **FINANCIAL & ADMINISTRATION MATTERS**
   1. Council RESOLVED to authorise the following payments:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Net £ | VAT £ | Gross £ |
| Salaries | 1,254.21 | 0.00 | 1,254.21 |
| Norfolk Parish Training and Support | 45.00 | 0.00 | 45.0 |
| South Walsham Village Hall – meeting fees | 195.00 | 0.00 | 195.00 |
| HP Instant Ink | 8.32 | 1.67 | 9.99 |
| Enchanted Florist – flowers for Hewitt grave | 20.00 | 0.00 | 20.00 |

* 1. Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 13th December 2022.

|  |  |
| --- | --- |
|  | £ |
| Bank a/c no 00621042 Current | 9,663.71 |
| Bank a/c no 01647010 Deposit | 18,424.29 |
| Bank ac/no 01460751 cemetery & c/yard | 30,821.69 |
| Bank a/c no 07455911 Deposit Hewitt | 2,066.69 |
| Cheques/cash in hand | 0.00 |
|  | 60,976.38 |

* 1. Council AGREED the £20 cost of the posy for the Hewitt grave and subsequent transfer from that designated account into the treasurer’s account.
  2. Internet Banking forms for Council’s accounts signed by the signatories along with revised Standing Order arrangements.
  3. RESOLVED: In view of the timing of this meeting, no meeting will be held in January 2023, so the next will be Monday 6th February 2023.
  4. RESOLVED: Cllrs Steward and Miller to arrange the Clerk’s appraisal prior to the next meeting.

1. **BUDGET**

RESOLVED: To accept the budget report prepared by the Clerk for 2023/2024. Budget set at £29,937.

1. **PRECEPT**

RESOLVED: Clerk to submit precept request of £23,237 to Broadland District Council.

1. **PLANNING**
   1. Planning application 20221793: Erection of new boundary wall to replace hedge and erection of greenhouse at The Lodge, 48 Panxworth Road, South Walsham NR13 6DX: no objection.
   2. Planning application BA/2022/0475/CLUED: Lawful Development Certificate for 10 years use of a building as a dwellinghouse within Class C3 at Broad View, Fleet Lane, South Walsham: no information available from council for this application.
   3. Planning application BA/2022/0476/COND: Replace approved elevation and floor plans allowing amendments to proposed balustrade, terrace glazing and rainwater goods, variation of condition 2 of permission BA/2022/0225/HOUSEH at Bondons, 10 Fleet Lane, South Walsham: no objection.
2. **PLAYGROUND**

Cllr Steward reported the bearings on the Orbit merry-go-round had been greased.

1. **SCHOOL ROAD HEDGE AND FOOTPATH CUTTING ARRANGEMENTS WITH NORFOLK COUNTY COUNCIL**

RESOLVED: Council accepted the quote from the Highways Engineer to take on responsibility for maintenance of the School Road hedge and footpath. Highways to remain responsible for the maintenance of the road side and top of the hedge.

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1. **CEMETERY AND CHURCHYARD**
   1. South Walsham Village Hall were thanked by Cllr Crook for its response to his email regarding proposed changes to access to the cemetery. Any widening of the current track should not encroach onto the cricket outfield.
   2. Clerk has investigated planning permission for the cemetery and obtained a copy of the consent from Blofield and Flegg Rural District Council dated 22nd May 1962. Clerk to investigate consecration of cemetery extension for next meeting, along with up-to-date information on current groundwater requirements. Clerk to obtain details on the costs and process for closing the cemetery front entrance as per the meeting with NCC on 4th November.
   3. RESOLVED: to amend existing cemetery rules and regulations to enable council to make adjustments to gravestones in the interests of health and safety and good management, in accordance with its health and safety policy.
   4. RESOLVED: £30 cost agreed to fix the damaged light in the churchyard.
   5. RESOLVED: Cllrs Crook and Steward to look at the path leading from the church door to the pavement at the request of the churchwarden to ascertain whether any improvements/adjustments can be made. Report to be presented to council in due course.
2. **TREES**

RESOLVED: Council agreed to implement a policy to obtain a professional tree survey every three years, with effect from the date of the last survey carried out in June 2022. Council agreed work highlighted by that survey in respect to the tree in the churchyard and at the front of the Village Green had been carried out by Crown Trees, although not the full extent requested by Target Trees. One tree requires attention, the oak at the rear of the Village Green. Clerk to obtain advice and instructions from the Tree Officer at Broadland District Council due to excavation around its roots. Work also required to raise the canopy on an oak at the cemetery to 4m. Quote to be obtained at same time as specification issued for work to the oak on the Village Green.

1. **VILLAGE GREEN**

Clerk has yet to receive a response from the owner or her representative, so will make contact in the new year. The ruts beside the recently cut hedge have yet to be rectified. Clerk to contact the neighbours asking them to make good the damage caused by their contractor.

1. **ITEMS FOR INCLUSION IN THE NEXT AGENDA**

Next scheduled Council meeting: 6th February 2023. Deadline for the next agenda: 28th January 2023.

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