**SOUTH WALSHAM PARISH COUNCIL MEETING**

Held on **Monday 6th March 2023** at South Walsham Village Hall at 7.30pm

1. **ATTENDANCE**

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

Apologies: none

Clerk: Aileen Beck

17 members of the public plus County Councillor Fran Whymark & District Councillor Nigel Brennan

1. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

None

1. **MINUTES OF PREVIOUS MEETING**

After a heated discussion, the minutes of the Parish Council Meeting held on 6th February 2023 confirmed as a true record by Council and signed by the Chair.

1. **PUBLIC PARTICIPATION & REPORTS**
   1. County Councillor - Fran Whymark: Norfolk County Council budget agreed at 4.99% rise (2.99% general increase and 2% adult social care). County Deal consultation open until 20th March 2023. Greater Norwich Local Plan Gypsy and Traveller Sites focused consultation open until 13th March 2023. Sky News filmed with the Rough Sleeper team from Broadland District Council (transmission date to be confirmed).

District Councillor - Nigel Brennan: Broadland District Council have approved the budget for 2023/24. Photographic ID required for May elections, option to apply for a postal vote or a Voter Authentication Certificate.

* 1. Public Forum: comments in reference to item 12 The Greater Norwich Local Plan Gypsy and Traveller Sites focused consultation: intimated that people would not respond due to the requirement to give name and personal details. Query over the work being carried out along the A47 in the vicinity of the proposed site. No support for site from any resident present at the meeting.

1. **MATTERS ARISING FROM PREVIOUS MEETINGS**
   1. The Ship – application for registration of The Ship as an Asset of Community Value submitted to Broadland District Council Decision due by 4th April 2023. Informal committee formed to look into community ownership. Newsletter to be circulated tomorrow.
   2. Bottle bank at The Ship – Clerk to contact URM as and when it needs emptying as it is no longer part of the usual collection route.
   3. Verge around Pilson Green pond – thank to Cllrs Debbage and Randell for tidying the area which is being damaged by cars parking on the verge. Agreed to revisit in the summer before carrying out any additional work.
   4. Verge on the corner of Wymers Lane – damage by Viola lorries reported by Clerk and local resident.
   5. Kings Arms Development – demolition of the building has ceased due to the requirement for an ecology survey and nutrient neutrality issues.
   6. Playground – Council to seed area around new fencing.
   7. Churchyard path – Parochial Church Council have sent the specification for resin bound gravel paths to the Diocese and awaiting comments.

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* 1. Community Woodland/benches – Cllrs Crook, Randell and Steward have restored the oak bench due to be re-sited soon. RESOLVED: Council agreed to spending of £60 to purchase two replacement posts

for the noticeboard and the required paint to extend the lifespan of the noticeboard by approximately ten years.

* 1. Transfer of Village Green ownership to the council - RESOLVED: No further action to be taken.
  2. Proposed mast at South Walsham Village Hall – Village Hall have agreed the offer and negotiations progressing.
  3. Follow-up meeting with Clerk as per item 14 from the Council meeting held on 6th February 2023 to be arranged and carried out by Cllrs Miller and Steward.

1. **CORRESPONDENCE**

|  |  |  |  |
| --- | --- | --- | --- |
| Email | Age UK Norfolk | Request for financial support | Denied |
| Email | Norfolk Constabulary | Engagement Officer surgeries at Acle Library 10am-12noon and Swallowtail Place 12noon-2pm on 11/04/23 & 09/05/23 | Noted |
| Email | Norfolk Association of Local Councils | County Deal for Norfolk consultation open until 20th March 2023 – drop-in event at Acle Library on 9th March 10.30am-12.30pm & 4pm-6pm | Noted |
| Email | Broadland Tree Warden Network | Request for £50 donation to Broadland Tree Warden Network | Denied |
| Email | NP Law | Temporary Road Closures affecting South Walsham: burst water mains at School Road/The Street and Green Lane. BT Pole replacement at Cargate Lane, Upton. | Noted |
| Email | Richard Harrold’s Charity | Applications for grants for young people aged less than 25 years, resident in South Walsham who require financial assistance with apprenticeships or further education to be submitted by 24th April to the clerk to the Trustees. | Noted. On noticeboards and website |

The council agreed to only financially support requests for funds from charities and organisations that had strong local/village links. Chair agreed to draft a policy on this and circulate.

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | Net £ | VAT £ | Gross £ |
| Salaries | 845.12 | 0.00 | 845.12 |
| HP Instant Ink | 8.32 | 1.67 | 9.99 |
| Birketts – fees for preparing petition re consecration of cemetery | 250.00 | 50.00 | 300.00 |

* 1. Council RESOLVED to accept bank reconciliation and budget monitoring statement as at 28th February 2023.

|  |  |
| --- | --- |
|  | £ |
| Bank a/c no 00621042 Current | 7,362.68 |
| Bank a/c no 01647010 Deposit | 18,424.29 |
| Bank ac/no 01460751 cemetery & c/yard | 30,850.57 |
| Bank a/c no 07455911 Deposit Hewitt | 2,023.62 |
|  | 58,661.16 |

* 1. RESOLVED: Clerk to transfer the churchyard and cemetery maintenance fees from the treasurer’s account to the churchyard and cemetery account.
  2. RESOLVED: Council agreed Garden Guardian’s quote for maintenance for 2023 season. Dates of completed work to be included on the invoice and circulated to all councillors.
  3. Signatories have yet to receive any correspondence from Lloyds regarding the on-line banking application. Clerk to chase.

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* 1. RESOLVED: The following policies and procedures were agreed:
     1. Health and Safety
     2. Publication Scheme
     3. Risk Management Schedule

It was suggested that council’s policies be reviewed less regularly. Clerk to amend Standing Orders accordingly when next reviewed.

1. **PLANNING**

Application 20221335: proposed new dwelling at 6 Hamilton Close, South Walsham NR13 6DP. No objection.

1. **SLIPWAY KEY BALLOT FOR NON-RESIDENTS OF THE VILLAGE**

No ballot required – Clerk to contact existing key holders to confirm they can continue to use the slipway upon payment of the £25 fee.

1. **ELECTIONS 4th MAY 2023**

Council noted the Notice of Election due to be published on 16th March 2023 for the election for 7 Parish Councillors for South Walsham to be held on 4th May 2023.

1. **CORONATION EVENT**

Council received notes from the recent community meeting and RESOLVED to contribute £250 to support the event as per grant request.

1. **The Greater Norwich Local Plan Gypsy and Traveller Sites Focused Consultation**

This item discussed immediately after item 4.2 but reported here for ease.

In view of the comments from the public Clerk to respond to the consultation with an objection on the following grounds: existing infrastructure; wellbeing of residents of the site; safety being located so close to the A47; cost to construct services required for the site; integration within the community; management of the site; financial implications to existing residents/council budgets; possible expansion and lack of pedestrian access/footpaths. Cllr Randell confirmed he would attend the meeting at Lingwood on 7th March 2023.

1. **CEMETERY AND CHURCHYARD**
   1. Cllrs Crook, Miller and Steward signed the Petition for Consecration of the cemetery extension. Clerk to make necessary arrangements with the PA to Bishop Graham.
   2. Cllr Crook reported that he had been liaising with a Technical Specialist from the Environment Agency who has put in writing that the cemetery is sitting on top of an aquifer although the volume of burials means they have no concerns over groundwater contamination. Cllr Crook to prepare a written report and circulate.
   3. Clerk reported she had heard from the Highway Development Management Officer at Norfolk County Council who had no objection to the entrance from Acle Road being closed off but referred her onto the planning department at Broadland District Council for guidance (answer awaited) and the Highway Research Team to ascertain the highway boundary (completed).

Cllr Debbage reported that the Village Hall were working on an alternative scheme favourable to all concerned and details should be available within the following two months.

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

Next scheduled Council meeting: 3rd April 2023 – Deadline for the next agenda: 24th March 2023

Policies: Data Protection; Annual Review of Internal Control; Code of Conduct; Financial end of year procedures

Registration of cemetery land. Oak tree on the Village Green. Levelling of graves within the cemetery.

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