**MINUTES OF SOUTH WALSHAM PARISH COUNCIL MEETING**

Held on **Monday 4th December 2023** at the Village Hall, School Road, South Walsham at 7.30pm.

## ATTENDANCE

Present: Peter Crook (Chair), Clive Grant, Amanda Miller, Paul Randell and Malcolm Steward.

Apologies: Sue Grant

Clerk: Aileen Beck County Councillor: Fran Whymark

12 members of the public.

## DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

## MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 6th November 2023 confirmed as a true record by Council and signed by the Chair.

## PUBLIC FORUM

Comments from members of the public: exposed tarmac on the path outside St Lawrence’s, no safety concerns in the short term. Cllr Crook to investigate.

Pilson Green pond verge – damage escalating as wheelie bins are put out forcing people to drive over the damp ground

Gritting of the Village Hall carpark – Cllr Crook to speak to Village Hall chair and headmistress of Fairhaven primary school.

Grit bin at junction of Upton and Low Road – Clerk to investigate whether Norfolk County Council would agree the location and to replenish the bin. If so, the parish council would consider purchasing and donating the grit to Norfolk County Council for that purpose.

Report from County Councillor Fran Whymark: Norfolk County Council to raise their council tax element by 2.99% and take £245,000 from reserves. Broadland District Council also to raise their council tax element by 2.99% plus 2% for adult social care. There is a budget gap of between £15 and £20 million.

NCC will consider the County Deal on 12th December 2023.

Cllr Crook asked about the Burlingham Country Park – Cllr Whymark to investigate and pass on any information he can find to the Clerk.

## MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

* 1. Parish councillor vacancy: to be postponed to January’s meeting.
	2. Churchyard path quotes: 2 out of 4 received. Awaiting the other quotes before deciding which contractor to use.
	3. Installation of posts along verge of Pilson Green pond: Clerk yet to resolve with NCC as awaiting confirmation of the boundary of the pond before proceeding further. Council to place cones as a short term remedy.
	4. Replacement oaks to be planted by Oakfield Drive: 3 oaks donated by Ms Ellis with Cllr Crook. Cllr Randell to liaise with Mr R Jones, idea being 2 oaks are ready to plant, 1 requires more nurturing.
	5. Overgrown ivy at the staithe: Churchwarden and team have taken cuttings for use in the Church. Clerk has tried to telephone the owner without success on the afternoon of the meeting.
	6. Dog fouling notices: now received from Broadland District Council. Cllrs Crook, Randell and Steward to make posts to display these stickers along the School Road footpath.

29/2023

A set of signs was given to the PCC for their use in the churchyard.

* 1. Kings Arms update: Broadland District Council confirmed that the permission document did not include a time limit for demolition. Building Control confirmed that the site was deemed safe following their recent inspection.
	2. Youth Club: no report.
	3. Seat at the Village Green: The Dewing family are happy with the drawings. Quote for steel brackets received which will cost approximately £500. Council to proceed with production of seat and liaise with the Dewings via R Jones.
	4. Churchyard update: Bonfire set alight two Saturdays ago. Churchyard now tidy. Gates almost ready to be replaced. Hinges need replacing however the posts will be ok for another couple of years.
	5. Trees: Clerk handed Cllr Steward, the tree warden, paperwork including the last tree survey.
	6. Garden Guardian: Robert Rice has offered to meet Council this week. Clerk to arrange a range of possible alternative dates.

## CORRESPONDENCE

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| --- | --- | --- |
| Winter Pressures grant | Funding of up to £1,500 per group and for projects that clearly outline how they will support individuals and families during the colder months. [Winter Pressures Grant – Broadland and South Norfolk (southnorfolkandbroadland.gov.uk)](https://www.southnorfolkandbroadland.gov.uk/communities/winter-pressures-grant/1) | Noted |
| Harrold’s Charity | Grants available for young people aged less than 25, resident in South Walsham who require financial assistance with apprenticeships or further education. Deadline 29th January - see council noticeboards and/or website for more details.  | Noted |
| Bus Service Review | Bus services to be reviewed [Our Bus | our-hire (ourhire.co.uk)](https://www.ourhire.co.uk/our-bus) new draft timetables likely to be shared in January ready for new contracts from April 2024. | Noted |
| Pride in Place grant | Grant to improve community cohesion and engagement to understand local needs to develop appropriate community facilities and support community led built and green infrastructure development. <https://www.southnorfolkandbroadland.gov.uk/communities/pride-place-community-grant-scheme>  | Noted |
| Clean Up & Bloom grant | Funds of £300 per parish are available and can be used to purchase plants for your community, arrange litter picking events throughout the year or anything to help your parish and residents Clean Up & Bloom.  | RESOLVED: council to think of uses for this grant money |

## PLANNING

1. Planning application 2023/3523 full planning permission for change of use of land to residential and provision of new dwelling by way of the completion of an approved commercial building currently under construction (20181628) with minor alterations at The Stables, Ranworth Road, South Walsham, Norfolk NR13 6DH. RESOLVED: Council do not support the application as it was noted there is no public right of way over the churchyard despite it being confirmed otherwise by the applicant.
2. Planning application 20200822 re demolition of existing bungalow, sub division of curtilage and erection of two dwelling at 8 The Street, South Walsham NR13 6AH. RESOLVED: Council support regeneration of the site but still have reservations about access, in particular the visibility splay being adequate.

30/2023

## FINANCIAL & ADMINISTRATIVE MATTERS

* 1. The following payments authorised:

|  |  |  |  |
| --- | --- | --- | --- |
| Aileen Beck expenses: HP Instant Ink | 8.32 | 1.67 | 9.99 |
| Malcolm Steward: Ben Burgess invoice for strimmer | 5.15 |  | 5.15 |
| Peter Crook expenses: Amazon invoice re hedgecutter | 14.69 |  | 14.69 |
| Salaries (including backdated pay award) | 1,248.14 |  | 1,248.14 |
|  | 1,276.30 | 1.67 | 1,277.97 |

* 1. Council RESOLVED to accept the bank reconciliation statement as at 23rd November 2023:

|  |  |
| --- | --- |
|  | £ |
| Bank a/c no 00621042 Current | 13,965.32 |
| Bank a/c no 01647010 Deposit | 28,424.29 |
| Bank ac/no 01460751 cemetery & c/yard | 32,903.37 |
| Bank a/c no 07455911 Deposit Hewitt | 2,037.19 |
| Cheques/cash in hand | 0.00 |
|  | 77,330.17 |

* 1. Council noted receipt of £9,429 from Locality to be held on behalf of Save The Ship Inn (South Walsham) Community Benefit Society Limited and cheque for that amount taken by Cllr Steward, a Director of Save The Ship Inn (South Walsham) Community Benefit Society Limited
	2. RESOLVED: Clerk to spend £25 on flowers for the Hewitt graves and will be reimbursed from the funds held in the account set up for that purpose.

## BUDGET & PRECEPT

RESOLVED: The budget for 2024/25 was agreed as £48,026 with a resulting precept request of £23,237.

## VILLAGE ISSUES

1. South Walsham WI have confirmed that they will review maintenance of their bench at Pilson Green pond in the spring. They requested that the shrubs behind the bench be cut back – such work to be carried out by Council.
2. Cllrs Randell and Crook to plot the location of the SAM2 sign on Chameryhall Lane, so that the Clerk can add the location to the existing Memorandum of Agreement RESOLVED: Council agreed the cost of 2 additional brackets at a cost of £104 plus VAT with postage of £7.50 plus VAT.

Clerk to purchase.

1. Clerk provided a verbal update on progress of Highways matters – to be updated next month.
2. Possible footpath between Panxworth and South Walsham as raised by Woodbastwick Parish Council: When The Ship reopens it would be good to have a footpath between Panxworth and South Walsham. Cllr Crook to make investigations.

## BIODIVERSITY

Cllr Crook to tailor the model biodiversity policy written by the National Association of Local Councils to make it suitable for South Walsham Parish Council in readiness for February’s meeting.

## ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: Monday 8th January 2024 at 7.30pm

Deadline for requests for inclusion on the next agenda to reach the clerk: Thursday 28th December 2023 5pm

Council RESOLVED that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature:

31/2023

## CEMETERY

Cllr Crook provided an update regarding access to the cemetery.

## EMPLOYMENT MATTERS

Clerk informed Council that she is undertaking work as a locum clerk around the County.

Meeting closed 9.15pm.

32/2023