

The Annual Meeting of the Parish Council was held on Monday the 9th day of MAY 2022 at the Royal British Legion, Long Lane – commencing 7.47 pm

COUNCILLORS PRESENT: Messrs Cock, Cole, Fenn, Lambert, Rayner and Storey, Mrs Arnold, Mrs Bane, Mrs McGeeney, Mrs Peckham and Mrs Wilson. Also present 3 members of the public and RAF Commander Geary (arrived 8.05 pm).

ELECTION OF CHAIRPERSON: The Clerk asked for nominations for the position of Chairperson. Mrs Bane nominated Mr Rayner, seconded Mrs Wilson, there were no further nominations, all agreed. Mr Rayner was duly re-elected to position of Chairperson. Mr Rayner signed his Declaration of Acceptance to Office and took the chair.

ELECTION OF VICE-CHAIRPERSON: The Chair asked for nominations for the position of Vice-Chairperson. Mrs Bane nominated Mr Lambert, seconded Mrs Wilson, there were no further nominations, all agreed. Mr Lambert was duly re-elected to the position of Vice-Chairperson.

APOLOGIES: No apologies were received.

DECLARATIONS OF INTEREST: Chair and Mrs Wilson declared an interest in Item 37.

MINUTES: Minutes of the last Parish Council meeting were approved. Mr Cole proposed, Mr Lambert seconded, all in favour.

PUBLIC SPEAKING: No members of the public wished to speak.

MATTERS ARISING

1. **RAF Feltwell** – The RAF Commander gave an overview of his first year in post. A resident expressed his disbelief that the air ambulance crew had to land on the playing field and would have had a 30-minute walk to the casualty on Base had Mrs Peckham not offered to transport them. Mrs Peckham said they had heavy equipment and told her Lakenheath Base would not communicate with them. RAF Commander said this had not been logged on his daily report but would investigate. The RAF Commander departed the meeting at 8.22 pm.

2. **Risk Assessment** – **Inspections:** Handyman has cut down the suckers from both sides of the entrance to the car park and over by the chalk wall, cleaned out and repaired guttering on the Changing Rooms and put up the ‘No Dogs’ sign on the Falcon Road entrance. He has also sourced an angle iron to fix the loose fence posts. No other issues have been reported. Mrs Peckham said several bags containing glass from a greenhouse had been left by the bottle banks which she didn’t think URM would collect. A few bags of rubbish had also been dumped. **Handrails:** Mr Lambert and the Chair will repair before the fete.

3. **Balance Sheet** – No bank statement received therefore Clerk will email balance sheet via email.

4. **Allotment Pest Control** – Clerk said she had chased contractor for April and May reports but had no response therefore Mr Storey said he would contact him.

5. **NALC** – NALC bulletins circulated as received. No-one had any matters for the NALC committee which specially addresses any issues from smaller local councils.

6. **Ranger Visit** – Clerk said potholes will be repaired by the tar and chip team who are currently working their way around all parishes; the Buddleia bush has been programmed and weed spraying is due to start in the next fortnight. Mr Lambert asked for road signs to be cleaned at the next visit.

MATTERS ARISING (CONT)

7. Cllr Martin Storey Report – Mr Storey said he had been asked by the Borough Council's Civics Officer to present the Platinum Jubilee coins to the primary school children which he hoped to do before the half term break. £1m has been added to the Government's grant of £6.7m for families in need and £15/month will be given to each school child for free school meals until October. More information about this Norfolk System Scheme and the Norfolk Assistance Scheme which offers help for people in hardship could be obtained from the Borough Council's website or residents could contact him direct. The mayor making ceremony will take place at the Borough Council's AGM on 12/5/22.

8. Fence – Chair said the gate is being widened 12/5/22.

9. Invitation to Bid for Parish Partnership Scheme 2022/23 – The bid for the SAM2 was successful therefore the Chair signed the Acceptance Form and Memorandum of Understanding accepting the council's responsibility for all liabilities relating to the mounting and operation of this equipment.

10. Trees on the Playing Field – Clerk said C P Tree Services had carried out the work today.

11. Playing Field Boundary Wall – No update. Orange fencing and signs are still in situ and monitored by the Handyman. Email from Ian Smith of CNC Building Control stated he would be contacting the owner despite his belief that the wall was not imminently dangerous.

12. Hall Drive Wall – Email from Ian Smith stated that although the wall was not currently dangerous, he would hand deliver letters to each property this week requesting owners repair their section.

13. Changing Rooms – Clerk said decorator had started today.

14. High Street Bus Shelter – Mrs McGeeney spoke to the resident and sign has been removed.

15. New Dog Waste Bin – Andy Wallace said no funding was available from NCC but it could be purchased via the Local Members Fund of £1000. As Parish Councils cannot apply for this, Mr Storey advised contacting the Clean Up team at the Borough Council as £300K had been allocated to dog waste bins.

16. Matters Arising from Extraordinary meeting 24/1/22 - Norfolk County Council 1 Million Trees Project: Mrs McGeeney presented a plan of Oakfields and highlighted 13 possible locations for trees to be planted from the entrance of the estate to Bell Street bus shelter. Mrs Peckham advised against planting trees on the corner of Wilton Road round to Bell Street as this would restrict visibility for drivers approaching and exiting the Oak Street junction. Chair said the next step was to contact the Highways Arborist who will provide a list of recommended species. Mrs Peckham asked what was happening with trees at the allotments. Mr Storey said the Allotment Committee had discussed the possibility of planting a small orchard with tenants and a few felt this was not the right thing to do since they are not permitted to plant fruit trees on their allotments and also it would encourage members of the public onto the allotments. Mr Storey felt these were justifiable reasons and considered it a non-starter. Chair was concerned that no trees were being planted to replace those recently removed and suggested planting some at the playing field. Mrs Peckham said trees should not be planted in areas where cars park, children play or near the Changing Rooms but could be planted in other areas. Mr Storey said trees are being planted elsewhere in the village by private landowners and if the council had nowhere suitable then as unfortunate as it was, it would have to be accepted.

17. 2 Falcon Road – See Item 31.

MATTERS ARISING (CONT)

18. Flag – Clerk had furnished the Chair with three quotations which he thought were expensive so had sourced one himself for £18. Mrs Bane proposed purchasing the Union flag for £18, Mr Cole seconded, all in favour. Mr Cock felt flags should not be left flying continuously as they get very tatty and it also detracted from the meaning of flying the flag. It was agreed to fly the correct flag on the correct dates and Mr Cock will therefore obtain a list of official dates.

19. Dealings with Resident – No update.

20. Street Light Energy Supply Renewal – Clerk renewed contract with NPower following their quotation on 30/4/22 of 41.9p/kWh and 0.65p/day standing charge which was approved by email by 8 Councillors. Mrs Bane proposed ratifying the decision to renew the contract with NPower at rates agreed, Mr Cole seconded, all in favour.

21. NRF Support to Community Resilience – Chair felt this should be shelved since other parishes have no official procedure in place.

22. URM Recycling Price Increase – Clerk submitted recycling claim for 7.546 tonnes.

23. Highways – **St Mary's Street:** Mr Lambert asked if Anglian Water had camera checked their system as he was very concerned about this. Clerk to contact Highways. **Widening of Oak Street/Wilton Road Footpath:** Andrew Wallace said there were several nests present in the hedge therefore it could not be cut yet however he would contact the owner asap.

24. Doctor's Surgery Car Park – Clerk has asked the Practice Manager if this work is programmed but has yet to hear back.

25. Village Jubilee Celebrations – Mr Lambert said he would provide a trailer for the float and ask his son if he would tow it. Chair said the Feltwell Community Group's extensive insurance policy would cover him to do this. Mrs Arnold had purchased the decorations. Mrs Wilson said details are being finalised for both Jubilee events and the group had secured a National Lottery Community Grant which helped towards the cost of the 'Party in the Meadow' on 2/6/22. She asked if any Councillors were available the day after this event to help litter pick the field. Chair asked if the council could apply for a £200 grant from the Borough Council's Queen's Platinum Jubilee Fund, Mr Bane proposed applying for this grant, Mrs Peckham seconded, all in favour. Clerk to submit application.

26. Review Allotment Terms of Reference – Mr Storey said the Allotment Committee would be meeting shortly to discuss.

27. Allotment Spraying & Rotavating Quotations – Clerk said Mr Enefer had sprayed the allotments and asked if some debris could be removed before he rotavated them. Mr Storey will contact him.

28. NHS Signs – Mr Storey said the resident who made the signs had contacted him to express his disgust at their removal. Clerk had penned a letter to the resident explaining why they had to be removed and thanking him for making them. Chair said the resident had told him at the Commemorative Plaque presentation on 15/11/21 that he was donating the signs to the council for their disposal.

29. Grass Contractors – Mr Lambert felt the contractors had not made such a good job of the churchyard this time as there were cuttings all over the gravestones. Chair said the war memorial garden was not great either as it had all been cut with a strimmer and there were grass cuttings everywhere. Mrs Peckham said the playing field cut was fine. It was agreed to monitor this.

MATTERS ARISING (CONT)

30. Parking on Grass – Clerk contacted Richard Fisher at Highways Development regarding the resident driving over the grass and was informed that as High Street is a classified road, the creation of a new vehicle access would require planning permission. As it appeared no such application had been made, he would speak to the Highways Officer to ascertain what can be done.

31. Overhanging Trees – Clerk has written to the owner of 2 Falcon Road again but no work has been undertaken. Clerk to contact Highways. No work has been carried out at 11 Long Lane either but letter had not long been sent.

32. Electric Car Charging – Clerk contacted Andrew Wallace who advised her to email another department but NCC website stated that while infrastructure is being developed, people can apply for permission to charge their cars with a cable going across the highway verge or footpath. Site assessments would then be carried out to determine need and suitability. Mr Lambert proposed writing to the resident outlining the stipulations involved with electric car charging, Mr Cole seconded, all in favour. Clerk to write to resident.

33. Audit – Approve Accounts – Clerk advised internal audit had been completed. Chair read out the Annual Governance Statement and the Accounting Statements which were accepted as correct. Mrs Bane proposed, Mrs McGeeney seconded, all in favour. The form was then duly signed.

34. Review of Committees – All committee members were happy to remain members of their specific committees therefore Mr Rayner proposed all committees remain the same, all in favour.

35. Record of Attendance – Clerk read out figures for attendance at Parish Council meetings from 1st May 2021 – 30th April 2022. There was no August meeting scheduled however there were three Extraordinary Meetings held 9th August 2020, 24th January 2022 and 3rd March 2022 (15 meetings in total). Attendance was as follows:- Mrs Arnold 12/15, Mrs Bane 9/15, Mr Cole 15/15, Mr Cock 10/15, Mr Fenn 8/12, Mr Lambert 13/15, Mrs McGeeney 8/15, Mrs Peckham 13/15, Mr Rayner 15/15, Mr Storey 12/15, Mrs Wilson 10/15.

36. List of Parish Council Meeting Dates & No August Meeting Proposal – Mrs Bane proposed no August meeting to be scheduled, Mr Lambert seconded, all in favour. 2022/2023 meeting dates are as follows: 13th June, 11th July, 12th September, 10th October, 14th November, 12th December, 9th January, 13th February, 13th March, 10th April and 8th May.

37. New Premises Licence Application – Chair explained that although Feltwell Community Group already had a licence in place for their Jubilee events, they had booked a West End tribute act for the ‘Party in the Meadow’ with extra funding received and as this could attract over the existing licence limit of 500 people, a Premises Licence had to be applied for. There were no objections therefore Mrs McGeeney proposed supporting this application, Mrs Bane seconded, 7 in favour, Chair and Mrs Wilson abstained as they are part of the Feltwell Community Group.

38. St Mary’s Request – Clerk circulated email request from the Churchwarden for a donation towards the repair of part of the churchyard wall. Advice from NALC stated it was not legally permitted for Parish Councils to financially contribute to repairs to buildings owned by the Parochial Church. Having looked into this further, Mrs Peckham agreed with this statement and Mr Lambert had drawn the same conclusion. Mr Cock proposed declining the request on that basis, Mrs McGeeney seconded, all in favour. Mrs Bane suggested they apply to Mr Storey’s Local Members Community Fund or the CIL Project Fund. Clerk to write back to Churchwarden.

CORRESPONDENCE

39. Police Connect – Emails – Various emails, none relating to Feltwell
40. BCKLWN – Emails – Members Allowance Report for Local Councils
41. NCC – Emails – ‘Norfolk Care Academy returns with second round of free training’;
Temporary closure of Hythe Road – Anglian Water works to fit fire hydrant
42. RAF Lakenheath – Email – Notification of explosive training 20/4/22 – 3 shots; EOD
Munitions 21/4/22 using ground burst simulators; Invitation to Wing Change of Command 29/6/22
43. Norfolk & Waveney Health & Care Partnership – Email – Stake Holder Briefings
44. Rural Services Network – Emails – Bulletins
45. Anglian Water – Email - Strategic water network programme update
46. East Cambs District Council –Draft Haddenham and Aldreth Neighbourhood Plan – 14/4/22 to
31/5/22; East Cambs Local Plan Single Issue Review for public consultation – 3/5/22 to 13/6/22
47. Npower – Email - Energy Insight webinar 12/5/22
48. Visit West Norfolk – Email - Free Tourism Training and Networking Events
49. Brochures - Parish Magazine
50. **CHEQUES** – Mrs Bane proposed approving the Payments List, Mrs McGeeney seconded, all
in favour. Cheques signed for the following:- J Martin £142.75, S Sargent £83.70, T George £64.00,
K&M Lighting £100.21, Cash £50.00, Anglian Water £60.37, BCKLWN £889.20, TWR
Accountants £390.00, Community Heartbeat Trust £112.80, Mrs D Lambert £100.00. Direct debits
to Biffa £146.63, BT £66.70 and EDF £80.00. Standing Order to J Martin £897.58.

51. PLANNING

Change of use from Retail E (a) to Hot Food Takeaway (Sui Generis) with associated extraction at rear at 1 St Mary’s Street: It was felt by all that St Mary’s Street was not the right location for this type of business which will produce excess rubbish, noise, parking issues and disruptions to the neighbouring properties. It may also encourage youths to congregate late at night in St Mary’s Churchyard. Mr Cock proposed OBJECTING to this application, Mr Cole seconded, 8 in favour, Mr Storey abstained.

ANY OTHER BUSINESS

52. Highways – Mrs Peckham asked the Clerk to chase the pothole repairs on the Paynes Lane junction with Wilton Road which are much worse.
53. Allotments – Mr Cole asked if barbecues were permitted at the allotments since bonfires were forbidden at certain times of the year. Chair asked him to refer his question to the Allotment Committee.
54. Playing Field Plans – Mrs Peckham said the Playing Field Group are looking into purchasing a slide with a view to part-funding it with grants and CIL Project monies.
55. Overhanging Greenery – Mrs Peckham said the hedge at the top of Paynes Lane junction with Wilton Road needed cutting back by a good 1ft. She also reported an overhanging bush in The Beck opposite the WI Hall and overgrowing greenery from a property onto Lime Kiln Lane. Clerk to write to residents.
56. Security Camera – Mrs McGeeney said the alarm on the CCTV at a property in St John’s Way goes off when she walks past on the opposite side of the road. Chair believed it was a civil offence to record anything not on your property. Clerk to investigate.
57. Oak Garden – Mr Storey said he had cleared some glass from Oak Garden and asked if he was still required to cut the grass here. All agreed he should continue.

MINUTE 1739

Next meeting to be held on Monday 13th June 2022 at the British Legion.

Meeting declared closed 10.05 pm.

On 23rd May 2022, cheques were signed for C P Tree Services £1450.00 by Messrs Lambert, Rayner and Storey and for Mr E Lambert £5.00 by Messrs Cock, Rayner and Storey as per their request for an earlier payment – 10 councillors in favour.

On 27th May 2022, no objection was made to the following planning application: **Wayland Farms Ltd: Demolition of existing buildings and construction of new buildings in connection with pig finishing provision and other associated works at Feltwell Farm, Lodge Road** - 10 councillors in favour, Mr Storey abstained.

On 27th May 2022, an objection was made to the following planning application: **Mr & Mrs Dennison-Greenup: Demolition of existing workshop and erection of car port and studio at Green Acres, 1 Green Lane (Amended)** as the car port building is in very close proximity to the boundary fence and there will be loss of natural light into neighbouring properties from the 4475mm high roof apex - 6 councillors objected, 1 in favour, Mr Storey abstained.