

A Meeting of the Parish Council was held on Monday the 13th day of NOVEMBER 2023 at the Royal British Legion, Long Lane – commencing 7.30 pm

COUNCILLORS PRESENT: Messrs Cole, Fenn, Lambert (Vice-Chair) and Rayner, Mrs Arnold, Mrs McGeeney, Mrs Peacock and Mrs Peckham. Also present RAF Commander Geary.

APOLOGIES: Apologies were received from Mr Storey and Mrs Wilson.

The Chair asked if anyone was recording the meeting and Mr Cole replied that he was. All present consented to being recorded.

DECLARATIONS OF INTEREST: There were no declarations of interest.

MINUTES: Mrs Arnold said she had also attended the playing field meeting to discuss the gates as detailed in Item 2 and all agreed. Minutes of the last Parish Council meeting were amended accordingly and approved. Mr Lambert proposed, Mr Cole seconded, 3 in favour, Mr Fenn, Mrs McGeeney and Mr Rayner abstained having not been present.

PUBLIC SPEAKING: There were no members of the public present.

MATTERS ARISING

1. **RAF Feltwell** – The RAF Commander said operationally, October had been a busy month with some 48FW aircraft deployed on operations involving training in the Netherlands and Italy as well as UK-based flying training, including an Agile Combat Employment Exercise. 48FW conducted a very successful aircraft crash exercise at RAF Honington which saw UK emergency agencies and 48FW personnel working collaboratively to respond to a simulated aircraft crash incident and both the Medical Group and Mission Support Group conducted operational readiness exercises. 48FW hosted a visit by the Minister for Defence Procurement early in November and RAF Lakenheath hosted the latest UK/US Agile Combat Engagement Working Group. 48FW personnel celebrated Columbus Day and held their Annual Air Force Ball. 48FW invited the families of UK personnel employed at RAF Lakenheath to attend the Halloween celebrations around Liberty Village. RAF Commander had conducted an outreach event with Watton Air Cadets and delivered a presentation about 48FW and his job role to some Parish Councillors and other interested parties in North Norfolk. Over this last weekend, he had attended 22 Remembrance events across the counties of Suffolk and Norfolk, including, Brandon, Feltwell, Hockwold and Lakenheath, along with personnel from 48FW.

2. **Risk Assessment** – **Weekly:** Handyman had refitted the wire stop on the zip wire, fixed guttering on the Changing Rooms, tightened a frame on the Multiplay, swept the tennis court and removed graffiti from the teen shelter. He said one of the tennis posts was bent causing the net to slack and may need straightening or replacing. All agreed for him to monitor this. **Quarterly Inspection:** Councillors to meet at the playing field on Saturday 18/11/23 to go through items raised on the report. **Do Not Park Sign:** As there was no uplift in price for extra wording, sign was ordered and installed 27/10/23. **Gates:** The Clerk, Mr Cole and Mrs Peckham had met T B Bonnetts, Niagri and J M Ayres & Son on site to discuss the new entrance layout. Bonnetts could not quote for the work but Niagri had forwarded their quotation. Due to illness, Mr Ayres would forward later this week. All agreed the work was not urgent so quotations could wait until the next meeting. It was not felt the removal of shrubbery on the corner of Paynes Lane to create a wider footpath near this entrance should be funded by the Parish Partnership Scheme or Mr Storey's Road Safety Budget as it needed to be done sooner rather than later. Mr Fenn and Mr Lambert said they would remove the shrubs between them and the area beneath could then be assessed for work required to make it good. No update from Mr Samuels regarding repairs to the two other gates. **Playing Field Group:** Due to Mrs Bane's resignation, there is a vacancy.

MATTERS ARISING (CONT)

3. Balance Sheet – No queries. Clerk felt ring-fenced monies in the Community Account should be transferred to either the Barclays Business Saver or National Savings & Investment Account with interest rates of 1.2% and 1.0% respectively. Chair will call Barclays to ascertain how easy it is to move money between Barclays accounts and if straightforward, Mrs Peckham proposed transferring £20,000 from the Community Account into the Barclays Business Saver, Mrs McGeeney seconded, all in favour. Chair to contact Barclays.

4. Allotment Pest Control – October and November reports received.

5. NALC – Newsletters circulated.

6. Cllr Martin Storey Report – Mr Storey was not present so there was no update on the Wilton and Lodge Road roundels. Andy Wallace had informed the Clerk that white lining would be completed by the contractor when they are in the area and would advise date as soon as available.

7. Playing Field Boundary Wall – Owners had advised the Clerk that their wall was not insured but would endeavour to repair it on their return to the UK next year. Mr Lambert felt the damaged area should be properly fenced off and Mrs Peckham said the overgrowth should be cleared. Mr Cole proposed fencing off the damaged area, Mrs Peckham seconded, all in favour. Clerk to obtain quotations.

8. Changing Rooms – Boiler room needs tidying. Mrs Peckham said the footballers had no hot water at the weekend but there had been some when she and the Clerk investigated. If there is no hot water this weekend, the Clerk will ask the installers, Derek Hales Ltd, to take a look.

9. Highways – Having contacted Jason Moorse immediately after the last meeting, Clerk had only just received an update from Andy Wallace. The Highways Engineer, Dan Jordan, did not think further work was required to widen the footpath outside 2 Oak Street but will revisit the site to reassess. Mrs McGeeney was flabbergasted, stating the path was nowhere near wide enough, particularly for pushchairs or mobility scooters, and felt parishioners should also contact Highways about this matter. Mrs Peckham agreed and said a post should be displayed on the Facebook page and in the Parish Magazine advising the Council's repeated requests for Highways to make this pavement safer had been to no avail and encouraging residents to write to Highways and County Councillor Martin Storey directly. Clerk to put posts on Facebook and contact the Parish Magazine. Missing 'Paynes Lane' sign near the Social Club is still in hand. Clerk read Churchwarden's response to the Council's request for church visitors to refrain from parking in front of the church gates which stated that she had asked Food Pantry and coffee morning attendees to be considerate in their parking habits but had no jurisdiction over this and could not police it either. She said the church is a thriving community hub and unfortunately, as parking issues were part and parcel of rural community life as could be seen in other areas around the village, could only ask drivers to be considerate and patient or use other routes around the village. Councillors agreed with her response therefore Clerk will write to resident who raised this matter to advise the Council could do no more.

10. Doctor's Surgery Car Park – R H Landscapes had cut hedges as required.

11. Overhanging Greenery – Clerk said Dan Jordan would continue attempting to contact owners of 50 Wilton Road. Conifers belonging to 19 Wilton Road have still not been cut back from the road therefore Clerk will write to Highways. Greenery belonging to 2 St Mary's Street is hanging over the pavement and a huge bramble is obstructing the pathway which cuts from The Beck to St Mary's Church, Clerk will write to property owners.

12. Feltwell in Bloom Monthly Update – No update.

MATTERS ARISING (CONT)

13. Grass Maintenance Contract Quotations – Clerk read resident's email advising damage to her grandparent's gravestone caused by the grass cutters. It was agreed for Clerk to forward accompanying photographs to Top Garden Services and ask the resident to contact them directly regarding this. Andy Wallace had advised the herbicide used for weed spraying around the village this year was Glyphosate applied at an approximate rate of 0.018/m².

14. Oak Garden Wall – Wall has been repaired by Mr Martin of MWM (Anglia). Mr Martin who also undertakes work for Future Biogas Ltd, owners of Warren Energy at Methwold, had advised Future Biogas would fund the repair work. Clerk to write to letter of thanks to Mr Martin and Future Biogas.

15. Rangers – Mr Storey was not present to advise who owns the pathway which cuts from The Beck to St Mary's Church.

16. Audit – Approve Accounts (Email Address) – Chair said Microsoft had advised that as first tier level of local government, the Council were not eligible for a free email address. Mrs Peckham advised contacting NALC for further information on this matter. Clerk to contact NALC.

17. To Consider Residents' Concerns Regarding Hill Street Junction with St Mary's Street/The Beck and Speeding Along The Beck – Hill St Junction with St Mary's St: Andy Wallace confirmed sign is on order and programmed for erection once delivered. **The Beck:** Chair said price for SAM2 post is £195 + VAT and brackets £52 + VAT each. Mr Cole proposed purchasing 1 x post at £195 + VAT and 2 x brackets at £52 + VAT each, Mrs McGeeney seconded, all in favour.

18. To Consider Resident's Enquiry re SAM2 Data – Chair gave data report as follows: **Wilton Road (by Base entrance)** – Between 21/4/23 and 8/5/23, there were 32,193 vehicle movements, average speed of 35.4 mph and highest speed of 75 mph recorded at 12.10 pm on 8/5/23 which Chair said could have been an emergency vehicle; **The Beck** – Between 4/6/23 and 12/7/23, there were 43,595 vehicle movements, average speed of 27.2 mph and highest speed of 50 mph recorded at 8.40 pm on 21/6/23. Chair explained data was only available from the two new SAM2's as the first one, being the oldest, was taking longer to download and decipher. He said batteries should last a while but need changing frequently due to the number of vehicle movements which he is finding difficult to keep up with.

19. Iron Bridge & Track – Anchor Ward – Ongoing.

20. To Consider Bid for Parish Partnership 2024/25 – It was decided not to bid this time.

21. Handyman Vacancy – See Item 52.

22. Remembrance Sunday Service Books – Clerk read email from Churchwarden requesting financial assistance for new books. 150 copies were printed by Limetree Printers at a cost of £190. As Remembrance ceremonies are a civic matter, it is within the Council's remit to assist therefore Mr Lambert proposed funding the total cost at £190, Mr Fenn seconded, all in favour. Clerk to enquire if cost included VAT and if so, request invoice be addressed to the Parish Council so it can be reclaimed.

23. Green Bag – Green bag has been removed.

24. Long Lane Development – Clerk said Flagship have selected a new contractor and estimated start on site is four weeks. Mrs Peacock said there had been some movement on site recently.

MATTERS ARISING (CONT)

25. Councillor Resignation – As there was no election request, Clerk advertised the vacancy on the noticeboard, website, Facebook page and in the One Stop. No applications as yet. Mr Lambert proposed purchasing a ‘Thank You’ card and gift for Mrs Bane at a maximum cost of £25, Mrs McGeeney seconded, all in favour. Mrs Peckham will organise this.
26. To Amend the Bank Mandate – Two new signatories are required. Mrs McGeeney proposed Mr Cole and Mr Fenn as signatories, Mr Lambert seconded, all in favour. Clerk will contact Barclays.
27. To Review Model Standing Orders – No amendments. Mr Fenn proposed current Model Standing Orders are readopted, Mr Lambert seconded, all in favour.
28. IDB Report from Mr Fenn – As the Council’s new representative, Mr Fenn gave a brief report on his inaugural meeting and will continue to provide updates on local matters.
29. Chair’s Report on Meeting with BCKLWN Leader Cllr Terry Parish – Chair circulated minutes from the meeting held 3/10/23 which included representatives from other parishes. He highlighted a planning recommendation from Cllr Parish for the Council to work closely with its Borough Councillors and ask them in a timely manner to call in controversial planning applications which would ensure deadlines were met. The call in would be considered by the Planning Sifting Panel who would decide if the matter should go to the Committee. Mrs Peckham asked what would happen if the Borough Councillor refused to call in an application and the Chair replied that the recommendation from Cllr Parish was to write to the Conservative Chair of the Group, copying in Cllr Parish who would deal with the matter. Cllr Parish said Borough Councillors should be working with parishioners and parish councils.
30. Norfolk ALC Promotes D-DAY 80 – 6th June 2024 – Clerk read email from NALC who are promoting D-Day 80, an event being held throughout the UK, Channel Islands, Isle of Man and UK overseas territories to commemorate the 80th anniversary of D-Day, hoping to achieve the lighting of at least 14 beacons per county within England and Wales as part of the event. Parish councils are being encouraged to take part, receiving a Certificate of Grateful Recognition to frame and display as a lasting reminder of this historic moment. Mrs McGeeney proposed the Council partakes in D-Day 80 by lighting a beacon, Mrs Peckham seconded, all in favour. Clerk to respond to the email.
31. Budget 2024/25 – Chair asked Councillors to consider items for next year’s budget which will be discussed at the next meeting due to time constraints.

CORRESPONDENCE

32. Norfolk Police – Email - Norfolk Police & Crime Commissioner Budget Consultation 24/25 Reminder; ‘Stay Safe This Halloween’
33. NCC – Emails – **Traffic Orders:** Emergency temp closure of Southery Road 6-12/10/23; Temp closure of Lynn Road, Weeting for resurfacing works 23-25/10/23; Emergency temp closure of Paynes Lane for Anglian Water repairs 25-27/10/23. **Press Release:** Government backs Norwich Western Link with funding commitment; Hunstanton set for new Travel and Community Hub. **Other:** Notification of deposit entered into the Register of Deposits & Declarations ref D23 46 - Section 15A of the Commons Act 2006 and Section 31(6) of the Highways Act 1980
34. BCKLWN – Emails – Polling District Review; Presentation - Update Sessions; Dog bin information update; Careline scam. Press Release: New visions for future of King's Lynn Community Hub revealed
35. RAF Lakenheath – Email – Explosive training 26/10/23 - 7 detonations 8am-6pm
36. RAF Mildenhall – Emails – Invitation to Thanksgiving Eve Service 22/11/23 & Tri-Wing Yuletide Reception 1/12/23
37. Norfolk Community Foundation – October Funding News

CORRESPONDENCE (CONT)

- 38. Norfolk & Waveney Health & Care Partnership – Email – Updates
- 39. Rural Services Network – Email – Bulletins
- 40. TWR Accountants – Email – November Newsletter & Tax Tips
- 41. Queen Elizabeth Hospital – Email – Modernising Update
- 42. West Norfolk Disability Information Service Funding – Email – Donation request
- 43. Wicksteed – Email – Newsletter
- 44. Healthwatch Norfolk – Email – Newsletter
- 45. CPRE – Email - Autumn 2023 Norfolk Voice
- 46. Earth Anchors – Email – Promotion on recycled picnic tables
- 47. Brochures - Parish Magazine, Clerks & Councils Newsletter

48. CHEQUES/PAYMENTS – Mrs McGeeney proposed approving the payments, Mrs Peckham seconded, all in favour – Cheques to S Sargent £133.65, J Martin £223.80, J Rolph £100.00, Apex Signs £84.00, Fenland Fire Appliance £88.80, R H Landscapes £1476.00, Top Garden Services £3548.16, Elveden Farms £105.00, T George £150.83. Direct Debits to Biffa £209.40, EDF Energy £87.46, SSE £1035.32, Vodafone £20.34. Standing Orders to K&M Lighting £100.21, J Martin £1020.50. Chair said Elveden Farms had requested payment of the Christmas tree before collection therefore Mr Storey and Mr Lambert would reimburse the Council accordingly. Clerk said Anglian Water's invoice had arrived after the last meeting therefore a direct debit of £199.29 had also been debited last month.

49. PLANNING

23/00895/FM: Erection of Four Houses and Garages at Land Adjacent to Skye Gardens – 8
No Comment. NO COMMENT.

23/01879/F: Proposed Disabled Ramp and Handrails to Shop Entrance at Londis, Manchester House, 2 High Street – 8 in favour. SUPPORT.

23/01935/F: Single Storey Side Extension to Bungalow, Alterations and New Boundary Fence at 2 Curtis Drive – 8 in favour. SUPPORT.

ANY OTHER BUSINESS

50. CIL Payment – Clerk advised a CIL payment of £3516.30 had been received.

51. Leaves on Hill Street – Clerk to speak to Borough Council's Clean Up team.

CONFIDENTIAL BUSINESS

52. Chair proposed that, in view of the confidential nature of the business to be transacted, that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, Members of the Press and Public be excluded from the meeting at this point as the matter next being discussed was a confidential issue relating to Handyperson vacancy applications and Clerk's pay, all agreed. **Handyperson:** David Wilkinson was appointed as Handyperson and will begin his contract on 1st December 2023. Terry George's employment will cease on 31st December 2023 giving a one-month exchange period. **Clerk's Pay:** Mrs Peckham proposed Clerk's pay be increased by £1.00/hour as per the recommended NALC pay scale and backdated to April 2023, Mrs Peacock seconded, all in favour. Clerk thanked the Councillors for this.

Next meeting to be held on Tuesday 12th December 2023 at the British Legion at 7.30 pm.
Meeting declared closed 9.55 pm.