

A Meeting of the Parish Council was held on Tuesday the 12th day of DECEMBER 2023 at the Royal British Legion, Long Lane – commencing 7.30 pm

COUNCILLORS PRESENT: Messrs Cole, Fenn, Lambert (Vice-Chair), Rayner (Chair) and Storey, Mrs Arnold, Mrs Peacock, Mrs Peckham and Mrs Wilson. Also present 2 members of the public.

APOLOGIES: Apologies were received from Mrs McGeeney and RAF Commander Geary.

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: Mrs Wilson declared an interest in Planning and Mrs Peckham in Item 2 (Gates).

MINUTES: Minutes of the last Parish Council meeting were approved. Mr Lambert proposed, Mrs Peacock seconded, 5 in favour, Mr Storey and Mrs Wilson abstained having not been present.

PUBLIC SPEAKING: The meeting was suspended for 1 minute for Public Speaking.

MATTERS ARISING

1. **RAF Feltwell** – The RAF Commander was not present so Clerk will forward his report upon receipt.

2. **Risk Assessment** – **Weekly:** New Handyman commenced 1st December and during his first inspection had reported a problem with the lock on the large wheelie bin. Mrs Peckham said the lock had been adapted by the waste disposal company who had lost the key. Other issues reported were graffiti on the teen shelter and loose bolts on one of the picnic benches which he will tend to. The previous Handyman had cleared leaves from the tennis court and Changing Room gutters, cut the bush near the boundary wall, tightened loose bolts on the Multiplay and bow top fence where necessary, tidied up the Boiler Room and refitted the rubber stop on the zip wire. **Quarterly Inspection:** Handyman had addressed most of the issues discussed during the meeting at the playing field on 18/11/23. Clerk will obtain prices for resurfacing areas under the zip wire, baby swings, slide area on the Multiplay, junior swings and seesaw in the new year. **Gates:** Two quotations had been received and although given the same remit which included keeping the existing fence around the new gate and levelling the new area, Niagri had quoted £4888 + VAT for installing completely new fencing and no groundwork. They had also offered £200 towards the cost of the redesign work if they were not successful in their quotation. J M Ayres & Sons quoted £5026 + VAT as per the remit, £1000 of which was for groundwork. It was felt that the work needed to be done sooner rather than later therefore as J M Ayres had quoted to spec and was the most cost-effective, Mrs Peacock proposed awarding them the work, Mr Cole seconded, 7 in favour, Mrs Peckham abstained. Clerk will obtain prices for tarmacking the area when the work is finished and if necessary, include the pavement on the corner where shrubbery is to be removed. No update from Mr Samuels regarding repairs to the two other gates. **Playing Field Group:** Vacancy to be discussed when new Councillor appointed.

3. **Balance Sheet** – No queries. Chair had been able to transfer £20,000 from the Community Account to the Business Saver via online banking and said although he was permitted to transfer between accounts, he could not arrange any transaction without two further signatories logging in to authorise it.

4. **Allotment Pest Control** – No report received for December as yet.

5. **NALC** – Newsletters circulated.

MATTERS ARISING (CONT)

6. Cllr Martin Storey Report – Mr Storey said County Councillors had voted to accept a county deal devolution agreement with the Government allowing them to make more decisions for Norfolk and securing an investment of £600m to be spent over 30 years in areas such as transport, skills and job opportunities, housing and regeneration, tailored to the needs of local people. 27 new gritters will join Norfolk's fleet this winter covering over 2200 miles on each run of A, B and C roads. An Ofsted survey receiving over 45,655 responses found 99% of children felt safe whilst in foster care. Mr Storey had no update on the Wilton and Lodge Road roundels but was meeting Andy Wallace and Jay Moore before Christmas on Highways matters. Chair reminded him that these were to be funded via his Road Safety Community Fund over three years ago so should have been completed by now. Mrs Peckham also asked him to obtain an update from Mr Wallace on white lining since he had informed Councillors during his June visit that the second phase was then about to commence.

7. Playing Field Boundary Wall – Clerk and Mr Lambert had met True Hill Fencing at the playing field to obtain a quote for chain link fencing. True Hill had recommended boarding up the wall, which Mr Lambert had agreed with so had asked for a quote for feather board fencing as well. Chair was concerned a solid wooden fence would encourage graffiti and would be used as a backboard for footballs, and Mrs Wilson felt if the wall was completely covered then the owners would be even less inclined to repair it. Mrs Peckham felt chain link would allow the wall's condition to be easily monitored. Chain link was considered more suitable therefore the Clerk will obtain quotations for 50m chain link fence x 5ft high with a gate, with angle iron as well as concrete posts.

8. Changing Rooms – During the inspection on 18/11/23, several boxes containing 4 x 5 litre tubs of hand sanitizer each were discovered in the Store and Boiler rooms. Mrs Peckham had suggested offering them to the primary school which the Clerk said the Headteacher had accepted so was liaising with the Caretaker to arrange collection. Mrs Peckham asked if the water should be turned off over the Christmas period since the football teams had no games for four weeks which Chair said should be done, all in favour. Mr Lambert suggested J M Ayres assess the loose handrail reported by the new Handyman, whilst carrying out the gate work, all agreed.

9. Highways – Clerk said Highways Officer, Dan Jordan, had re-assessed the path outside 2 Oak Street and said the hedge needed to be cut back hard to the boundary so the footway could be sided out to its full width. Mr Storey said he would discuss this with Andrew Wallace at their meeting. Missing 'Paynes Lane' sign near the Social Club is still in hand.

10. Overhanging Greenery – Clerk said Dan Jordan and Andrew Wallace were trying to obtain the agreement between the resident of 50 Wilton Road and Norfolk County Council which, if correct, would mean the hedge was only marginally over the boundary. Mrs Peckham asked the Clerk to enquire why Andrew Wallace had told her it was at least 1 foot over the boundary during their meeting earlier in the year. Clerk to contact Andrew Wallace. Highways have written to 19 Wilton Road who have 21 days to respond. Mr Storey to ascertain with Andrew Wallace who owns the footpath from The Beck to St Mary's Churchyard.

11. Grass Maintenance Contract Quotations – Clerk said resident was greatly satisfied with the work carried out by the contractors to repair the damaged gravestone.

12. Rangers – Clerk said she had instructed the Rangers to remove the Buddleia bushes along Short Beck during their January visit and also clear debris and overgrowth along Hill Street since Clean-Up advised it should be undertaken by Norfolk County Council. Mr Lambert said brambles needed removing opposite the school as well.

13. Audit – Approve Accounts (Email Address) – Chair said the NALC scheme would be in place March/April 2024 and would cost around £160 which was much less than IT companies had quoted.

MATTERS ARISING (CONT)

14. 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:** No update re 'Give Way Ahead' sign from Andrew Wallace, Mr Storey to chase. **The Beck:** Chair said SAM2 post and brackets have been ordered and should be installed before Christmas.
15. To Consider Resident's Enquiry re SAM2 Data – Mrs Peckham said the SAM2 on Wilton Road was not working which Chair said was because the battery could not be changed in wet weather. Mrs Peckham asked if the Handyman could undertake charging the batteries and rotating the SAM2's around the village but the Chair said he was happy to do this for the time being.
16. Iron Bridge & Track – Anchor Ward – Mr Storey said this was ongoing but reiterated that although Highways considered the road to be privately owned and would not finance any maintenance, they would be prepared to oversee it.
17. Long Lane Development – Further update from Flagship Housing stating new contractor would sign contract in December and work should commence in January 2024.
18. To Amend the Bank Mandate – Clerk to contact Barclays to add Mr Cole and Mr Fenn as signatories and remove Mr Cock and Mrs Bane.
19. Chair's Report on Meeting with BCKLWN Leader Cllr Terry Parish – Mr Storey said he had never known a Borough Councillor to refuse to call in an application but Councillors said Cllr Lawrence had refused on numerous occasions and Chair said other Parish Councils advised it had happened in their wards as well.
20. Budget 2024/25 – As well as budgeting for the chain link fencing, Chair suggested purchasing another defibrillator to be housed along Wilton Road at an installed cost of £1500 approx. Revamp of Memorial garden and wall could also be considered if a specification was agreed.
21. BCKLWN Active Travel Enhancements – Provision of Cycle Storage – Clerk read email regarding this but Mr Lambert felt this scheme was not suitable for Feltwell and all agreed.
22. Review Grass Maintenance Contract Specification – Mr Lambert suggested including a map of the footpaths at St Nicholas Churchyard with the specification.
23. Feltwell in Bloom Yearly Report and 2024 Proposals – The report was circulated and proposals discussed. It was agreed by all that the playing field was an inappropriate location for planters. The proposal for additional long planters on other grassed areas outside Oakfields Estate was also not supported as Councillors felt the current theme of round barrel planters should be continued and also the long planters have an area underneath which may not be cut. Mrs Wilson proposed no planters be placed at the playing field and round barrel planters to be used instead of the long planters outside Oakfields Estate, Mr Lambert seconded, all in favour. Clerk will write to Feltwell in Bloom.

CORRESPONDENCE

24. NCC – Emails – **Traffic Orders:** Emergency temp closure of Paynes Lane 27/11/23–1/12/23 for Anglian Water repairs. **Other:** Norwich Western Link Project Updates
25. BCKLWN – Emails – WN Rural Community Capital Grants 2024/25; Revised Reg. of Electors
26. RAF Lakenheath – Email – **Notification of operations at RAF Feltwell:** Explosive training 16/11/23 - 3 shots 10am-4.30pm, 2 x Emergency detonations 15/11/23 2pm-4pm, 4 x detonations 14/12/23 2pm-4pm
27. Norfolk & Waveney Health & Care Partnership – Email – Updates

CORRESPONDENCE (CONT)

- 28. Rural Services Network – Email – Bulletins
- 29. Queen Elizabeth Hospital – Email – Modernising Update
- 30. Visit West Norfolk – Emails – WN Tourism Forum AGM, Business Support & Funding; Love Your Town Grant Scheme
- 31. Active Places – Email – Newsletter
- 32. Groundwork UK – Email - VCSE Energy Efficiency Scheme Update
- 33. Brochures - Parish Magazine

34. **CHEQUES/PAYMENTS** – Mr Lambert proposed approving the payments, Mrs Arnold seconded, all in favour – Cheques to J Martin £476.82, S Sargent £88.00, T George £149.60, British Legion £130.00, Limetree Printing £198.65, BCKLWN £109.20. Direct Debits to Biffa £208.64, British Gas £129.96, Vodafone £20.34. Standing Orders to K&M Lighting £100.21, J Martin £1020.50. Clerk said the SSE invoice had not been received so could not advise the direct debit amount.

35. PLANNING

23/02050/F: Alterations to raise roof of existing garage and convert part into a non-self-contained annexe at 14 Long Lane, Feltwell – As the owner of this property, Mrs Wilson departed the meeting at 9.40 pm. 7 in favour with a condition that contractors do not obstruct the footpath or road with their vehicles, Mr Storey abstained. SUPPORT. Mrs Wilson rejoined the meeting at 9.44 pm.

23/02071/F: (i) Demolition of existing fire damage dwelling (ii) Erection of new single storey dwelling at 7 Feltwell Farm, Lodge Road – 8 no comment, Mr Storey abstained. NO COMMENT

ANY OTHER BUSINESS

36. Thank You – During Public Speaking, a resident thanked the Chair and his family for their efforts with the Christmas tree and lights in St Mary's Churchyard. She also thanked Mrs Arnold for decorating the Council's tree for the Festival of Light and Chair thanked the resident for her assistance with this.

37. Spar, High Street – Mrs Wilson said a parishioner had contacted her regarding the appearance of the Spar shop, complaining that its frontage is constantly littered with cardboard boxes and trolleys which looked very unsightly and sometimes obscured the post box. Clerk to write to proprietor.

38. 9 Oak Street, Collapsing Gable End – Mr Cole expressed concern regarding safety of this wall despite the Clerk notifying Highways and the footpath subsequently being cordoned off. Clerk to write to owner and CNC Building Control.

CONFIDENTIAL BUSINESS

39. 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 applications for the Parish Councillor vacancy, all in favour. Two applications had been received therefore Mrs Peckham proposed inviting both applicants to attend an interview on 4th January 2024, Mrs Wilson seconded, all in favour. Clerk to contact applicants.

Next meeting to be held on Monday 8th January 2024 at the British Legion at 7.30 pm.
Meeting declared closed 10.00 pm.