

The Meeting of the Parish Council was held on Monday the 10th day of JUNE 2024 at the Royal British Legion, Long Lane – commencing 7.30 pm

COUNCILLORS PRESENT: Messrs Cole, Lambert, Rayner and Storey, Mrs Edwards, Mrs McGeeney, Mrs Peacock and Mrs Peckham. Also present 2 members of the public.

APOLOGIES: Apologies were received from Mrs Arnold, Mr Fenn and Mrs Wilson.

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

DECLARATIONS OF INTEREST: Mrs Edwards and Mrs Peckham declared an interest in Items 22 and 25.

MINUTES OF THE LAST PARISH COUNCIL MEETING: Mr Storey said Item 6 should state the devolution deal was considered at the ‘Norfolk County Council’ meeting, not the ‘Borough Council’ meeting. Also, an alternative site for the QE Hospital had been ‘offered’ by a landowner, not ‘drawn up’ and he did not know either if the site was being ‘considered’ as had been stated. These amendments were accepted. Mr Lambert proposed amending and accepting the minutes of the last meeting, Mrs Peacock seconded, all in favour.

PUBLIC SPEAKING: The meeting was suspended but no issues were raised by the public.

MATTERS ARISING

1. **RAF Feltwell** – There was no representation from the Base therefore no report was given.

2. **Risk Assessment** – **Weekly:** Mr Lambert thought a herbicide had already been applied to the tennis court by the grass contractors. Handyman will inform Clerk of equipment required as jobs arise. Clerk had circulated a quote from J M Ayres & Son of £101 + VAT to weld the entrance gate that had been temporarily fixed with a cable tie and as 7 Councillors had been in favour, the work was carried out. Mrs McGeeney proposed ratifying Mr Ayre’s quote of £101 + VAT for this work, Mrs Peacock seconded, all in favour. **Zip Wire:** Clerk said three other contractors would not quote to service the zip wire as they had not supplied it therefore Mrs McGeeney proposed accepting Online Playgrounds quotation of £514.35 + VAT plus any parts that may be required, Mrs Edwards seconded, all in favour. **Seesaw:** Clerk said Caloo had discontinued supplying the tyres a few years ago due to maintenance issues and were unable to offer any explanation as to why they were still being advertised on their website. However, they could replace the hard landing pods with tyres for £445 + VAT. Clerk had obtained another price from Wicksteed for installing tyres at £1692.31 + VAT. Mrs McGeeney proposed accepting Caloo’s quote of £445 + VAT to replace the current landing pods with tyres, Mrs Edwards seconded, all in favour. All agreed with Mr Lambert’s suggestion of retaining the existing pods. **Junior Swing Seats:** Seats should be arriving tomorrow. **Skate Park:** No date yet from Canvas Spaces but Clerk will continue to chase. **Resurfacing:** Meeting to be scheduled at the playing field to discuss quotations. **Gates:** Mr Ayres had adjusted the new entrance gate however the whole unit had since been damaged due to a vehicle collision on 2/6/24 and would need replacing. To be discussed under Item 23. **Annual Inspection Report:** Carried out on 5/6/24 by The Play Inspection Company and three items were brought to the Clerk’s attention; (1) the seat connecting link on the cable wire is worn in excess of 60-70% and needs urgent replacement. Clerk instructed the Handyman to remove the seat and under Financial Regulation Clause 3.4 (Budgetary Control), ordered a new one from Online Playgrounds at £76 + VAT which he will install tomorrow; (2) Cantilever swing bearing appears to be worn and the suspension member requires dismantling to determine the condition of the bearing. Clerk sought Online Playgrounds advice who said this was a standard comment regarding enclosed swing units as the wearing parts are not visible and the safety chain is a precaution should the unit fail. New hangers are available from Online Playgrounds at £312 + VAT supply only; (3) Basketball unit has

MATTERS ARISING (CONT)

become unsecured from the concrete. It was agreed to look at items (2) and (3) and discuss others raised in the report during the on-site meeting. **Quarterly Inspection:** Clerk read out quotations from Online Playgrounds, Wicksteed and Sovereign. Mrs McGeeney proposed accepting Online Playgrounds quotation of £195 + VAT for September and December 2024, and March 2025, Mrs Edwards seconded, all in favour.

3. Balance Sheet – No queries. Clerk advised transferring £10,000 from the Business Saver into the Community Account to cover the next two month's payments. Mrs Peckham proposed authorising the Chair to transfer £10,000, Mr Cole seconded, all in favour. Chair to transfer online. Mrs Peckham suggested transferring the money at such time to obtain optimum interest.

4. Allotment Pest Control – No report received yet for May or June.

5. NALC – Chair said this is in hand following separate visits by two Arboriculture Officers from BCKLWN. Although both advised contacting NCC, one officer did not think the Natural England packs were suitable for the location and suggested other options which could be considered nearer to tree planting season in September/October.

6. Cllr Martin Storey Report – Mr Storey did not wish to speak during the purdah period. **Other matters:** Roundels have still not been painted however these and other ongoing issues will be discussed at a Highways meeting with Jay Moorse and Andrew Wallace on Monday 17/6/24.

7. Playing Field Boundary Wall – No issues with fencing but wall will continue to be monitored.

8. Highways – 2 Oak Street: To be discussed at Highways Meeting on 17/6/24. **Other matters:** Several Highways vehicles had been seen at St Mary's Street last week which Chair said were pumping out the drain that Highways had previously said did not exist. Buddleia bush on Short Beck and potholes on St Mary's Street, Vincent Close and Western Close have all been programmed.

9. Overhanging Greenery – Ongoing hedge issue at 50 Wilton Road to be discussed at Highways Meeting on 17/6/24. Greenery encroaching the path from The Beck to St Mary's Church needs cutting back and hoggin put down as it is very muddy when wet. Clerk has reported overgrowing greenery from a property on The Beck to Highways.

10. SAM2 Data – Chair did not have any SAM2 data available this month. **Traffic Survey:** Following a collision of a speeding vehicle along Paynes Lane on Sunday 2/6/24, it was felt measures to combat speeding along Paynes Lane should also be discussed at the Highways Meeting on 17/6/24.

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

12. Long Lane Development – Clerk said Flagship had a preferred contractor but no start date.

13. Spar, High Street – Clerk said A F Blakemore & Son had not yet been in touch. Highways had spoken to the staff who said there was no alternative place to store the trolleys so Mr Wallace agreed they could be temporarily stored and barriered off at the back of the footway until a permanent solution is found. Staff were informed they would be liable for any injuries to the public or damage to vehicles caused by the trolleys.

14. Budget & Precept 2024/25 – **Solar Street Light:** Westcotec installed the solar street light earlier in the day. Clerk had informed an Almshouse resident as well as Marcus Hawkins of the installation. Mr Lambert thought a good job had been made by Westcotec.

MATTER ARISING (CONT)

15. Premises Licence – All agreed with the Chair's suggestion of reviewing the Fire Risk Assessment at a separate meeting held in the Changing Rooms so that areas could be better identified. Clerk to schedule a meeting.

16. Anglo-American Car Show – 18th May 2024 – Clerk read out email from Mr Samuels thanking the Council for use of the playing field and stating the event had raised £1207.25 for the village playgroup. He requested hire again on 17th May 2025 which was agreed in principle. Mr Samuels had charged entrants £2.00 to enter the field via the four entrances and it was queried whether it was right to charge for an event held in a public space.

17. Parking – Police advised the Clerk that the car with no MOT had been abandoned however this had since moved onto the driveway. There are still two cars parking opposite Old Methwold Road junction.

18. Recycling Claim – Credit of £349.43 had been received.

19. Audit – Approve Accounts – Clerk advised AGAR was with external auditors for assessment.

20. St Mary's Church: Yew Tree & Church Clock Enquiry – Clerk said the Churchwarden had emailed to thank the council for contributing towards the cost of the Yew tree work. As the contractor's invoice had already paid, she asked if an invoice from the PCC would suffice and this was deemed acceptable. Mrs Peckham felt the PCC should take the lead on servicing and electrifying the church clock and apply for CIL funding. The council are still holding funds of £1905.80 for revamping the clock face and this, together with a contribution from the PCC, however small the amount, should be included in the application. All agreed and Chair said he would assist the Churchwarden with the application which could be submitted in January 2025 to enable all information to be collated.

21. BCKLWN: Dog Bin Request – Chair had had no response from Cllr Parish so Mr Storey suggested writing to the new Council Leader, Alistair Beales. The dog bins are still being emptied however. A resident had been seen bulk tipping dog waste in The Beck dog bin. Clerk to write to resident, advising that bagged dog waste could be deposited in domestic black bins.

22. Feltwell United FC CIL Application – Clerk read email from Neil Edwards of Feltwell United FC, requesting support of the club's CIL application for a new ride-on mower. Mr Lambert proposed supporting the application, Mrs McGeeney seconded, 4 in favour, Mrs Edwards and Mrs Peckham declared an interest and abstained. Clerk to inform Mr Edwards of the Council's support.

23. Damage to Playing Field Entrance, 2nd June 2024 – Clerk gave an update on damage caused by the collision on 2/6/24. Police were in attendance but would not release the incident report which they said should be obtained via the insurers, Zurich. Zurich said this was not standard practice and the Police should furnish the Council with it. Police said they could not release information such as vehicle registration or driver details as it breached the Data Protection Act and advised they had also reported the incident to the Borough Council and to obtain the report from them. Clerk contacted the Borough Council's Clean-Up Team who said it could take 3-4 days to locate the report but had heard nothing since. Clerk had approached residents who lived near to where the collision had taken place and although all three had attended the scene, none had witnessed the accident or obtained a vehicle registration number. Zurich have asked for two quotations to reinstate the damaged fence so Clerk will contact J M Ayres & Sons and Niagri, and once received, Zurich's solicitors will contact the Police.

MATTER ARISING (CONT)

24. Request for Use of Changing Rooms by Feltwell United's New U15 Football Team – Clerk read email from the newly formed U15 team's manager requesting hire of the changing rooms, toilets and kitchen but not the showers for their matches which will take place Sunday mornings. Training will start 3/7/24 continuing every Wednesday evening thereafter. Mr Storey proposed permitting the U15 team to hire the changing room facilities as requested, Mrs McGeeney seconded, all in favour. Rate discussed in Item 25.

25. To Review Changing Rooms User Agreement & Rates for Feltwell United FC – Chair said the following statements "*Fire Regulations must be adhered to and fire doors accessible at all times*" and "*If a fire extinguisher is activated, this must be reported to the Parish Council*" must be added to the User Agreement. Current hire rate is £27.50 per home game for both Senior and Veteran teams. Mr Storey felt this should remain the same under the current climate and that the U15 should pay £15 per home game. Mrs McGeeney proposed adding the above two statements to the User Agreement, charging hire rates of £27.50 per home game for both Senior and Veteran teams, and £15 per home game for the U15 team, Mr Storey seconded, 4 in favour, Mrs Edwards and Mrs Peckham declared an interest and abstained. Clerk to write to Feltwell FC United.

26. Consider Siting an Organic Green Bin at the Playing Field – Mrs Peckham suggested purchasing a brown bin from BCKLWN for the Handyman to dispose of cuttings etc, as she had recently taken her own brown bin across to him to use for this purpose after the Clerk advised that organic waste could not be put in the blue bin. Mr Lambert said cuttings could be taken to the green bin at St Nicholas Churchyard, which was the Parish Council's responsibility, but this was not thought convenient. Clerk read out current Biffa hire and emptying charges for the blue bin at the playing field and organic green bin at St Nicholas, both emptied weekly, and Mr Lambert said St Nicholas's bin only really needed emptying fortnightly. Clerk to obtain prices from BCKLWN for hiring and emptying two types of bins, with both 1100L and 660L capacity, emptied on a weekly and fortnightly service to compare to Biffa charges.

CORRESPONDENCE

27. BCKLWN - Emails - Parish Council Chairs Meeting Minutes 21/2/24; Mayors Design Awards postponed until 2006; Weekly Lists of Planning Applications & Decisions; Register of Electors Update; Planning Sessions 12/9/24 & 19/9/24

28. NCC – Emails – Grit Bin Audit; **Road Closures:** Temp closure of Black Drove from its junction with Southery Road for 1320m southwards for recycling of carriageway works on 22-25/5/24 except for access; Continuation of temp closure of Black Drove 26-30/5/24

29. RAF Lakenheath – Email – **Notification of operations at RAF Feltwell:** International EOD exercise with use of live explosives to various degrees from 8 am – 5.30 pm on 31/5/24, 3 & 4/6/24 with multiple shots and 6/6/24 a few iterations of many shots on the runway (approx 200). **Other:** 48FW Change of Command Invitation

30. Rural Services Network – Email – Bulletins

31. Brochures - Parish Magazine

32. **CHEQUES/PAYMENTS** – Mr Lamberts proposed approving the payments, Mrs Edwards seconded, 6 in favour – Payments were approved and cheques were signed for J Martin £72.90, S Sargent £88.80, D Wilkinson £57.38, B Reeves £250.00, J Rolph £100.00, R H Landscapes & Maintenance £936.00, Fenland Fire Appliance £600.00, J M Ayres & Sons £6152.40. Direct Debits to Biffa £310.69, British Gas £99.42, Vodafone £21.94. Standing Orders to K&M Lighting £100.21, J Martin £1082.38.

33. PLANNING

Appeal: 23/01367/OM - Residential development comprising two replacement dwellings and nine additional dwellings at 103 & 107 Wilton Road, Feltwell – All agreed to uphold original decision of support, no further comment.

24/00921/F – Extension to the side of dwelling at 21 St Nicholas Drive, Feltwell – 7 in favour, Mr Storey abstained. APPROVE.

ANY OTHER BUSINESS

34. Overgrowth around Dog Bins - Greenery around dog bins on Old Brandon Road and near the Chinese need strimming. Mr Storey and Mr Lambert will undertake this work.

35. Empty Freebridge Houses – A vacant property along Old Methwold Road is becoming very overgrown and unkempt. Chair had notified Freebridge and was told there was an 8-month backlog for this work. Mrs Peckham said it was disgusting that properties are standing vacant for so long when there is a desperate need for housing. Mr Cole said there was another property like this on Addisons Close. Mrs Edwards, in her job capacity, said she would speak to Freebridge about these.

Mrs McGeeney departed the meeting at 9.32 pm.

36. West Norfolk Falls Project – Clerk said she had received a presentation on this project and asked if anyone was interested in watching it. Mr Storey had watched it and said it was very interesting and as it is a project that encompasses the whole village encouraged Councillors to watch it. Mrs Peckham said as there were no facilities in the village and none of the Councillors were interested in taking part or could do so due to other commitments then maybe it should be put out to the villagers again.

37. CONFIDENTIAL BUSINESS – 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 employment matters.

As there is no July meeting, the next meeting is to be held on Monday 12th August 2024 at the British Legion at 7.30 pm.

Meeting declared closed 9.47 pm.

Planning Applications received after the meeting with deadline before the next meeting:-

24/01231/F - Single storey extension to the rear of existing two storey dwelling at Hill Cottage, 6 Short Beck - 9 Councillors in favour. NO OBJECTION.

Appeal: 23/00895/F – Erection of four houses and garages at land adjacent to Skye Gardens – All agreed to uphold original decision. NO COMMENT.