

The Meeting of the Parish Council was held on Monday the 12th day of AUGUST 2024 at the Royal British Legion, Long Lane – commencing 7.30 pm

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

APOLOGIES: Apologies were received from Mr Lambert, Mrs Peckham and RAF Commander.

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 Wilson declared an interest in Item 23.

MINUTES OF THE LAST PARISH COUNCIL MEETING: Minutes of the last Parish Council meeting were approved. Mr Cole proposed, Mrs McGeeney seconded, 4 in favour, Mrs Arnold, Mr Fenn 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** – RAF Commander Adam Eaton’s report was circulated and items to note included an extended flying window 9-20/9/24 due to NATO exercise commitments, explosive operations due to take place at Feltwell on 22/8/24 and increased traffic through Feltwell at peak times when USVF school summer holidays finish 19/8/24 compounded by the road closure of the B1112.

2. **Risk Assessment** – **Weekly:** No issues. A cartoon character painted on the skate park was deemed unoffensive artwork so all agreed it could remain for the time being. **Zip Wire:** Serviced 11/7/24. **Seesaw:** Tyres replaced installed 7/8/24 and pods stored in the changing rooms. **Junior Swing Seats:** New seats installed. **Skate Park:** Concrete repair work completed under warranty. **Resurfacing:** It was agreed at the playing field meeting held 25/6/24 that rubber mulch was sufficient for the zip wire, Viper swing, junior swings and multiplay slide areas. Three quotations had been received and Mr Cole proposed ratifying the decision to accept Online Playgrounds quote of £6805 + VAT, Mrs Wilson seconded all in favour. Order has been placed. **Annual Inspection Report:** The cable wire seat unit has been replaced and a new basketball unit has been purchased from Network Sports at £586.20 + VAT following a decision made at the playing field meeting 25/6/24 to replace the existing. Mr Cole proposed ratifying this purchase, Mrs Wilson seconded, all in favour. Clerk to obtain prices for installation. The cantilever bearing was also discussed at the playing field meeting but no decision made. Online Playgrounds to determine if a new bearing is required at their next quarterly inspection in September.

3. **Balance Sheet** – No queries. Chair to transfer funds from BSA to cover this month’s payments.

4. **Allotment Pest Control** – Reports received for May, June and July. Extra bait boxes are in place.

5. **NALC** – Chair said Feltwell in Bloom had placed new planters in locations he had pencilled in for the trees. Mrs Wilson asked if the planters could be moved as trees were more important and suggested meeting Feltwell in Bloom to look at alternative locations. Clerk to enquire with Highways to ascertain if their licence stipulates specific locations for the planters.

Mr Storey arrived 7.50 pm.

6. **Cllr Martin Storey Report** – Mr Storey said the leader of Norfolk County Council is due to meet new ministers following the change in government to discuss priorities for Norfolk and to ensure the Queen Elizabeth Hospital is on plan for 2030. The Devolution Deal will also be discussed.

MATTERS ARISING (CONT)

All Borough Council and Norfolk County Council news can be obtained via their websites. **Other matters:** Chair asked Mr Storey if he had an update on the roundels which had still not been painted despite Andy Wallace's explanation at the recent Highways Meeting on 17/6/24 that this was *due to bad weather and the ticket was valid until end July 2024*. Mr Storey will chase Andy Wallace. Mr Storey said better communication was needed between Norfolk and Suffolk Highways regarding the road closure at Eriswell as signs pertaining to it at the Oak Street junction with Wilton Road/Bell Street should have been better placed.

7. Playing Field Boundary Wall – Continue to monitor wall. Mr Cole to ascertain if the fenced-in area needs strimming again before applying Round-Up.

8. Highways – 2 Oak Street: Report from Highways Meeting 17/6/24 - *Mr Wallace said this situation now needed a firmer approach. Mr Lambert said the path should be wide enough for a pushchair or pram and mobility scooters. Mrs Peckham explained that the owner had been very obliging, even submitting a planning application to replace the hedge with a 6ft fence which would certainly have resolved the matter but this had been refused as it was not in keeping with the street scene. Mr Storey asked if a footpath widening scheme could be considered. Mr Wallace said if there was enough verge then the footpath could be widened towards the hedge but the scheme would cost £70-£80K and the tree may have to be removed.* **Other matters:** Mr Storey will deal with the Buddleia bush on Short Beck as the situation is worsening due to a van parking opposite.

9. Overhanging Greenery – 50 Wilton Road: Report from Highways Meeting 17/6/24 - *Mr Wallace said the agreement with the owner had not materialised as Highways had nothing on record. Mrs Peckham said this may only have been verbal as it had been a few years ago when Mr Wallace and Mr Storey met with the owner. At the time, the owner had small children and it was agreed to leave the hedge as it was to offer some protection from the traffic however the hedge has grown much further over the boundary since then. Mr Wallace said if the owner does not cut the hedge back then Highways will flail it. Highways will take this forward; Dan Jordan will speak to the owner and the legal team may have to be engaged. Clerk had heard nothing further.* **Other matters:** Overgrowing greenery from a property on The Beck has been reported to Highways and Mrs McGeeney will speak to the owner if it is not cut back before the school re-opens. Clerk to write to 7 St Mary's Street and 2 Falcon Road following complaints that greenery is grossly obstructing the pavements, and to 9 Lodge Road as greenery is obstructing the highway.

10. SAM2 Data – Chair did not have any SAM2 data available this month. **Traffic Survey:** Report from Highways Meeting 17/6/24 - *Highways had been asked to conduct a traffic survey based on SAM2 data supplied in May 2024 and Mr Wallace had responded that a survey could not be carried out based on that data unless it was backed up by a poor accident record related to speed and the record there was good. Mrs Peckham said there had since been an accident at the top of Paynes Lane near the Wilton Road junction and recently a car had crashed into the new entrance on the playing field corner. She asked if a weight limit with access could be put in place around the playing field. Mr Wallace said enforcing a 20mph speed limit would cost £8500-£9000. Mr Lambert suggested funding this via the Parish Partnership but Mr Rayner said it wouldn't be eligible. Mr Storey suggested installing a voluntary 20mph sign but Mr Wallace said it would have to be self-enforcing. The road would also have to be narrowed or chicaned to ensure 20mph is not exceeded. Mr Wallace recommended SAM2 data be forwarded to him to strengthen the case for traffic calming measures.*

11. Iron Bridge & Track – Anchor Ward – Ongoing. Chair asked if the new South West Norfolk MP, Terry Jermy should be updated on this matter as he had recently publicly stated that he was not aware of some active cases. It was agreed to write to Terry Jermy. Mr Fenn advised that Waldersey Farms had been acquired by Royal London and it was agreed to inform Royal London too. Clerk to write to Terry Jermy and Royal London.

MATTERS ARISING (CONT)

12. Long Lane Development – Flagship had assured the Clerk that they were making their best effort to get the site up and running again and “fractional movement” was being made.

13. Spar, High Street – Clerk had still not heard from A F Blakemore & Son so will chase as the situation was getting worse.

14. Premises Licence – Fire Risk Assessment – Meeting took place 25/6/24 to discuss the FRA. Chair said fire alarms must now be integrated (not battery-powered) and he had obtained three prices for this work; the most cost effective received from CTS Security at £5050 + VAT (although the price had since increased by £93.78 due to material price rises) included a sum of £300 for a signalling device that alerts a nominated person of a fire. Chair reiterated that integrated fire alarms were a legal requirement and this work should be done urgently. All were in favour of moving forward with CTS Security and that the signalling device was imperative. Chair was due to meet another electrician the next day so would email prices and recommendations asap.

15. Audit – Approve Accounts – Clerk said she had satisfied a query raised by the external auditors and was still waiting to hear if the AGAR had been completed.

16. St Mary’s Church: Yew Tree & Church Clock Enquiry – Clerk had not yet received the invoice for the Yew tree work despite chasing the Churchwarden for this.

17. BCKLWN: Dog Bin Request – Chair said he had still had no response from Cllr Parish nor Alistair Beales but the bins were still being emptied.

18. Damage to Playing Field Entrance, 2nd June 2024 – Clerk had obtained details of the driver who drove into the gates and said he had been well over the legal drink limit. She had forwarded these on to Zurich but had not had a response. Mr Ayres had been asked to quote for replacement gates and fencing on a like-for-like basis but had emailed the Clerk about his concerns with onsite welding so close to the road and neighbouring houses so suggested using a tube clamp system instead which is galvanised and would not require onsite welding. He asked if his contractor could quote separately for the groundwork which Councillors saw no issue with. Chair asked how he had managed to supply and fit the new entrance without onsite welding but Mr Cole said Mr Ayres was referring to the original fence that adjoined the new gate. Mr Cole asked if the tube clamp system would be as robust as the original fence and Mr Storey assured Councillors that Mr Ayres work was second to none and if this was what he had recommended then it would be strong enough. Chair proposed Mr Ayres quote for the tube clamp system and for Clerk to confirm with him that the tube clamp system would be as strong as the original fencing, all in favour.

19. Consider Siting an Organic Green Bin at the Playing Field – The Council currently have two 1100L bins; one is for general waste sited at the playing field and emptied weekly, the other is for organic waste sited at St Nicholas Churchyard and emptied fortnightly. Biffa charge £27.27 and £33.62 respectively per empty. General waste transfer note charge is £102.20/year and each bin costs £76.65/year to hire. Biffa quoted £18.82/empty for 660L general and organic waste bins, general waste transfer note £102.20/year and £73/year hire charge. When the Clerk questioned why emptying charges were the same for both types of bins, Biffa said the Council had not questioned the price rise when it occurred but would now conduct a price review. Clerk was still awaiting the new prices. BCKLWN do not supply 1100L organic bins but a 240L garden waste bin fee is £140/year. Their 1100L general waste bins are £21.80/empty and £89/year to hire; 660L general waste bins are £16.45/empty and £74.96/year to hire. Transfer note charge is £43.60/year each. It was agreed to wait until new prices had been received from Biffa.

20. Overgrowth around Dog Bins – Mr Storey said Mr Lambert trimmed around the dog bin on Old Brandon Road but wasn’t sure about Long Lane. He will trim again around both.

MATTERS ARISING (CONT)

21. Empty Freebridge Houses – Mrs Edwards had had no response from Freebridge re the empty property on Old Methwold Road so will chase again. She was asked to enquire about their other vacant properties in the village, i.e. 20 Lodge Road and 32 Addisons Close.

22. To Ratify Decision for Feltwell PTA to Hire the Changing Rooms to operate a ‘Tuck Shop’ Throughout the School Summer Holidays – A request had been received from the PTA on 4/7/24 to run a tuck shop two hours a day, two days a week, from the Changing Rooms during the school holidays. An email was sent to all Councillors who were all in favour of this and 7 Councillors thought a £5/session charge was reasonable. Mrs Wilson said she had seen on a recent Facebook post that most items were only 50p and felt £5/session was too much. Chair proposed reviewing the rate when the summer holidays finished, all in favour. Clerk said Feltwell in Bloom had set a date for their picnic as 22/7/24 so had suggested they make a donation to the PTA for using the toilets who were already hiring them that afternoon.

23. To Ratify Decision to Donate to the Village Fete – A request was received on 4/7/24 from Feltwell Community Group for a donation to the village fete. Adverse weather conditions this year had seen takings considerably down on last year’s event so FCG were asking for a contribution towards the sound system again. Chair had proposed paying for the sound system at £300 + VAT and 6 Councillors had responded in favour. Chair proposed ratifying this decision, Mrs McGeeney seconded, 6 in favour, Mrs Wilson had declared an interest and abstained. Mrs Wilson thanked the Council for this and said it was a great help towards their cause of raising money for village groups.

24. To Ratify Decision to Replace the Street Light Bracket Outside 38 Long Lane – A parishioner had emailed the Clerk on 18/7/24 with concerns about the condition of this bracket. The Clerk had spoken to K&M Lighting who recommended replacing it and quoted £125 + VAT to do so. 9 Councillors responded in favour. Mr Cole proposed ratifying this decision, Mrs Wilson seconded, all in favour. K&M to replace bracket. K&M will now survey all street light brackets and revert with their findings.

25. To Review Quotations for Street Light Electrical Testing & Certification – Clerk said street lights should be inspected, electrically tested and certified every 6 years and had asked three companies to quote for this work. The cheapest by far was K&M Lighting at £229.25 + VAT. Mrs McGeeney proposed K&M Lighting conduct the street light inspection, testing and certification, Mrs Edwards seconded, all in favour. K&M to undertake this work.

26. To Review Quotations for Changing Rooms Electricity Supply Renewal – Clerk said the contract expires end September so had obtained renewal quotes from three suppliers for one, two and three-year contracts. Mr Fenn proposed renewing with British Gas who were the cheapest at 0.62p/day standing charge and 22.06p/kWh on a two-year contract, Mrs McGeeney seconded, all in favour. Contract to be renewed with British Gas.

27. To Discuss Complaint re Lodge Road Bus Shelter – A complaint was received on 17/6/24 about Lodge Road bus shelter stating it was a disgrace and possibly a danger to health. The same resident originally complained about the shelter in August 2021 and as its re-location is in the planning conditions of land behind it, it was agreed for the Chair to speak to the developers. The developer was not keen on removing it or for the Parish Council to pay for installing a new one as this had been factored into their development plan at a later date. The Council therefore had the bus shelter industrially deep cleaned in November 2021 in a bid to clean it up and make it fit for purpose. All agreed that the shelter was not a danger to life. Mrs McGeeney said the Parish Council did not currently have funds to replace the bus shelter and as only one person had ever complained about it then she should be directed to the planners to ask what their intentions were. All agreed.

28. To Discuss Parish Partnership Scheme 2025/26 – Scheme is open again and deadline is 6/12/24.

CORRESPONDENCE

29. BCKLWN – Emails – General election voting information; CIL Project Funding opens 1/7/24-1/8/24; Planning Committee agenda 1/7/24; Weekly lists of planning applications & decisions; New email account for Parish Council enquiries; Asda Foundation - Investing in spaces and places; Planning appeal notification 23/00895/F; Gambling Act 2005 Statement of Principles Review; BCKLWN Local Plan 2021-2040: Consultation on Main Modifications (Aug-Oct 2024)
30. NCC – Emails – Parent Champions. **Press Releases:** Summer Reading Challenge at Norfolk Libraries; Wet Summer Raises Autumn Flood Risk in Norfolk
31. RAF Lakenheath – Email – Introductory email from Adam Eaton, RAF Commander
32. Royal British Legion – Email - Invitation to RBL Norfolk County Rededication and New County Standard Dedication Service in Feltwell on 22/09/24 at 3pm
33. Rural Services Network – Email – Bulletins
34. London Hearts – Email – Funding open for exclusive internal defibrillator scheme
35. Historic Towns & Villages Forum – Email - Free places for community-led developments in Stoke Ferry
36. Brochures - Parish Magazine

37. **CHEQUES/PAYMENTS** – Mrs Edwards proposed ratifying July payments and approving August payments, Mrs Wilson seconded, all in favour. Payments for July - J Martin £56.00, S Sargent £117.60, D Wilkinson £57.10, J Rolph £150.00, Royal British Legion £97.50, R H Landscapes & Maintenance £936.00, Networld Sports £703.44, Norfolk Sound System £360.00, Fenland Leisure £300.60, Play Inspection Co £282.00, Westcotec £2796.00, HMRC £243.19. Direct Debits to Anglian Water £106.14, Biffa £236.79, British Gas £90.96, URM £45.79, Vodafone £21.95. Standing Orders to K&M Lighting £100.21, J Martin £1082.38. Payments for August - S Sargent £157.96, D Wilkinson £66.26, R H Landscapes & Maintenance £1404.00, Caloo £534.00, Fenland Leisure £640.44. Direct Debits to Biffa £270.35, British Gas £46.41, Vodafone £21.95. Standing Orders to K&M Lighting £100.21, J Martin £1082.38.

38. PLANNING

There were no planning applications.

ANY OTHER BUSINESS

39. Allotment Committee Member Resignation – Mrs Arnold resigned from the Allotment Management Committee therefore there is a vacancy.

The next meeting is to be held on Monday 14th September 2024 at the British Legion at 7.30 pm.

Meeting declared closed 9.05 pm.
