

The Annual Meeting of the Parish Council was held on Monday the 12th day of MAY 2025 at the Royal British Legion, Long Lane – commencing 7.05 pm

COUNCILLORS PRESENT: Messrs Cole, Fenn, Lambert and Rayner, Mrs Arnold, Mrs Edwards, Mrs McGeeney, Mrs Peacock, Mrs Peckham and Mrs Wilson. 2 members of the public were also in attendance

APOLOGIES: Apologies were received from Sqn Leader Eaton and Ms Quamina, and Mr Storey had advised he may arrive late.

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

ELECTION OF CHAIRPERSON: The Clerk invited nominations for the position of Chairperson. Mr Cole nominated Mr Rayner, seconded Mrs McGeeney, 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 invited nominations for the position of Vice-Chairperson. Mr Cole nominated Mr Lambert, seconded Mrs Peacock, there were no further nominations, all agreed. Mr Lambert was duly re-elected to the position of Vice-Chairperson and signed his Declaration of Acceptance to Office.

DECLARATIONS OF INTEREST: There were no declarations of interest.

MINUTES OF THE LAST PARISH COUNCIL MEETING: Minutes of the last Parish Council meeting were approved. Mr Cole proposed, Mr Fenn seconded, 7 in favour. Mrs Arnold abstained having not been present.

PUBLIC SPEAKING: The meeting was suspended for 5 minutes for Public Speaking.

MATTERS ARISING

1. **RAF Feltwell** – Clerk read Sqn Leader Eaton's report as he was absent again. The Peace Camp was peaceful but several arrests were made during National Action Day on 26th April. Temporary flight restriction zones remain around all USVF sites. The small arms range at Feltwell will close for essential repairs end of May through to September. Squadrons will support exercises on NATO's Northern Flank and remain at high readiness for an immediate response to the European Command. Clerk had circulated an EDP article regarding Terry Jermy MP's campaign to bring the 15 homes on Trenchard Square back into use following public concerns that they were standing empty whilst housing is short. Sqn Eaton had seen the article and was working with Vikki Quamina to seek clarification on future plans for Trenchard Square. Clerk said the wrong tree had been felled on Portal Close however the Contracting Officer had since met the Moat Side resident and made a proposal to the Housing Maintenance Team to cut back the correct tree. Clerk had relayed the Council's disappointment that Sqn Leader Eaton had yet to attend a Council meeting to Ms Quamina who had assured her of her presence at future meetings where possible.

2. **Risk Assessment** – **Weekly:** Handyman had removed graffiti from the teen shelter and started to trim back overgrowth from the entrances. Mr Cole said the Pyracantha growing around the telegraph pole outside the corner entrance should be removed. Clerk to ask Handyman to do this. Chair explained the lights above the Changing Room doors are green when the system is okay and red when in 'test' mode but if continually red then it has failed. He had been made aware of an issue with the system which was a known fault but the lights were now green. **Quarterly Inspection:** Quotes received from Online Playgrounds, Sovereign and The Play Inspection Co. Mrs McGeeney proposed accepting Online Playgrounds quotation of £210 + VAT, Mr Fenn seconded, all in favour.

MATTERS ARISING (CONT)

3. Balance Sheet – No queries.
4. Allotment Pest Control – April report not yet received but no vermin had been seen recently.
5. NALC – AGM on 21st May to also be held online. Weekly updates circulated upon receipt.
6. Playing Field Boundary Wall – Continue to monitor wall. Mr Cole had sprayed the fenced-in area and blocked the gap in the fence with some wire to prevent unauthorised access.
7. Highways – **2 Oak Street:** Widening scheme ongoing. **Malfunctioning flashing 30mph sign on Lodge Road:** Replaced 1st May. **Southery Road;** Some areas have been repaired. **Billboards:** Mr Storey was not present to give an update but Mr Lambert said Mr Storey had spent quite a while with the proprietor discussing the issue. Billboards are still present therefore Clerk will pass the matter to Highways. **Bell Street Parking:** Continue to monitor.
8. Overhanging Greenery – **50 Wilton Road:** Mr Wallace will contact the owner again when the birds have fledged. **Sparkes Way:** Hedge neighbouring Long Lane needs cutting back. Clerk to write to resident.
9. SAM2 Data – Chair had been unable to move the SAM2s therefore no data had been retrieved. He said the batteries are supposed to last 3-4 weeks but are only lasting a few days because the SAM2s are constantly flashing. He would circulate data when obtained.
10. Iron Bridge & Track – Anchor Ward – Ongoing.
11. Damage to Playing Field Entrance, 2nd June 2024 – Mr Fenn will tend to this in due course.
12. Empty Freebridge Houses – Clerk was still awaiting a response from the Voids Team despite chasing again. Mrs Edwards was meeting with Freebridge the next day so would make some enquiries. Mr Storey was not present to advise if he had made any progress.
13. Street Light Bracket Survey & Electrical Inspection, Testing and Certification – Concrete column assessment will take place 20th May and report should be received by 23rd May.
14. High Street Parking – Andy Wallace told the Clerk that Mr Storey had not been in favour of the Safety Team's suggestion so they had suggested something slightly different regarding the alignment and not moving the Give Way. Councillors felt any suggestion that did not include moving the change in priority would be a waste of time.
15. Tree – Chair said the hedge growing around the lamp post belonged to 37 Addisons Close and needed to be cut lower as does the Laurel hedge at 28 or 30 Lodge Road so the street light is more effective. Clerk to write to residents.
16. To Consider Request from Gray's Funfair – Clerk was having difficulty obtaining a date from Mr Gray and said he now wished to visit later in the year. Mrs Peckham felt any time after 1st September would not be possible due to the football season and suggested putting dates for next May to July to him. Clerk to speak to Mr Gray.
17. To Consider Request for New Street Light in Mulberry Close – Clerk said Christian Wilson had passed the matter to Rob Haigh who was now awaiting clarification from the Legal team as to whether there is a need for statutory advertising concerning a lease or disposal, and what rights and reservations were contained in the transfer of the houses over to Freebridge. Clerk had updated the resident. Mr Storey to advise if he has spoken to Mr Wilson.

MATTERS ARISING (CONT)

18. To Consider Request for New Bus Stop outside Manor Park Estate – Clerk said works were scheduled for October but Rob Pratt had managed to bring this forward to June so that it is operational for the new academic year. Clerk had tried to ascertain which bus companies would operate this stop but had not yet had a response.
19. Land Behind Feltwell Surgery – Clerk said Mr Hawkins had requested the land registry title number of the land for the Grant of Easement which she had not yet received from Feltwell Surgery. Mrs Peckham said the information may be in the file.
20. Changing Rooms – Chair and Mrs Peckham to look at heating options.
21. Hill Street – Highways will look at the overgrowth when next in the village.
22. Climbing Wall Opportunity – Ongoing. A decision should be received in June.
23. White-Lining – Highways were unable to give an exact date as the lining goes out to bulk orders within the year. The first order is with the contractor so it will be carried out as soon as possible.
24. Cllr Martin Storey Report – Mr Storey was not present therefore no report was available.
25. Review Financial Regulations – Clerk hoped to bring recommendations to the next meeting.
26. Request from the BCKLWN to fund a Community Information Point (CIP) – Churchwarden asked for thanks to be passed to the Council for funding the broadband until a decision had been made by the Trust although she had not yet received a bill because neither BCKLWN nor their IT providers (Uptech) had any information regarding who paid for what. An email had since been received from BCKLWN recommending CIP managers set up their own broadband account so Mrs Parker said she would keep the Clerk updated. Next Trust meeting is in June.
27. Request for Donation towards Year 6 Prom – Year 6 Litter Pick took place 4th May and lots of litter had been collected. The Committee asked if payment could be made direct to the venue hirer, Mr J Harrison-Porter, to save banking costs and there was no objection to this.
28. Tree Survey – S P Landscapes will forward a date for the survey and include the tree on the island at Lodge Road/Old Methwold Road junction at no extra charge.
29. Increase in BCKLWN Dog Bin Emptying Charges 2025/26 – Clerk to write letter of complaint to Cllr Jim Moriarty for the late notification of the increased charges. Mrs Peckham felt Mr Storey and Mr Lawrence as Borough Councillors should be copied in. All agreed.
30. Stuart Samuels, Car Show, 17th May - Signed contract received from Mr Samuels.
31. Audit – Approve Accounts – Clerk advised internal audit had been completed with no further recommendations. Chair read out the Annual Governance Statement and the Accounting Statements which were accepted as correct. Mr Cole proposed, Mr Lambert seconded, all in favour. The form was then duly signed. Clerk will send to external auditors and display the public rights notice.
32. Review Committees – Committees to remain the same.
33. Record of Attendance – Clerk read out attendance figures for meetings held 1st May 2024 – 30th April 2025. There was no July meeting but extra meetings were held 17th and 25th June, and 16th December therefore 15 meetings held in total. Attendance was as follows:- Mrs Arnold 10/15, Mr Cole 15/15, Mrs Edwards 9/15, Mr Fenn 11/15, Mr Lambert 13/15, Mrs McGeeney 10/15, Mrs Peacock 11/15, Mrs Peckham 11/15, Mr Rayner 14/15, Mr Storey 14/15, Mrs Wilson 9/15.

MATTERS ARISING (CONT)

34. List of Parish Council Meeting Dates & No August Meeting Proposal – It was questioned whether the August meeting should be cancelled due to holiday and work commitments. To be decided next meeting. 2025/2026 meeting dates are as follows: 16th June, 14th July, 11th August, 8th September, 13th October, 10th November, 8th December, 12th January, 9th February, 9th March, 13th April and 11th May.

35. New Funding Initiative to Support Bus Shelter Installations Across Norfolk – Clerk thought this might be of interest for the new bus stop on Long Lane outside Manor Park Estate. To be discussed when information regarding operators had been obtained.

CORRESPONDENCE

36. BCKLWN - Emails - Weekly Planning Applications & Decisions; ‘Your News’; Extended deadline for Mayor’s Design Awards; Parish Planning Update Sessions

37. NCC - Road Closures: Sedge Fen Road, junction with A10 eastwards 6/5/25-8/7/25 for Anglian Water works; Long Drove, 1965m southwest of junction with Feltwell Road for 3545m westward 28/4/25-2/5/25 for carriageway regeneration works; Main Road, Methwold, junction with Gordon Fuller Close for 2000m northwards 7-10/5/25 for stud removal and 12-14/5/25 for surface dressing. **Press Releases**: Bus Shelter Funding; Next of Kin Appeals; Toys Event at Lynn Museum

38. RAF Lakenheath - Email - **Notification of operations at RAF Feltwell**: 29/4/25 - Demolition training, 9 am - 4 pm, 4 shots. **Other**: Joan Mann Special Sports Day 5/6/25 Reminder

39. Rural Services Network – Email – Bulletins

40. Glasdon – Email – Promotion of sustainable seating

41. School Playground Specialists – Email – Promotion of playground surfacing

42. Brochures - Parish Magazine, Clerks & Councils

43. **CHEQUES/PAYMENTS** – Mr Lambert proposed approving the payments, Mrs Edwards seconded, all in favour. Payments were approved and cheques signed for J Martin £117.27, S Sargent £117.80, D Wilkinson £68.47, R H Landscapes £936.00, J Waites £40.00, TWR Accountants £492.00, E Lambert £5.00, Feltwell Surgery £30.00, J Harrison-Porter £100.00. Direct Debits to Biffa £208.32, BCKLWN £237.27, British Gas £145.71, SSE £1468.47, URM £38.88, Vodafone £31.14. Standing Orders to K&M Lighting £100.21, J Martin £1082.38. The direct debit to Vodafone last month was £31.14 (not £29.26).

44. PLANNING

There were no planning applications.

ANY OTHER BUSINESS

45. Highways – Mr Cole said the triangle ‘sharp corner’ sign on Lodge Road is obscured by greenery. Short Beck needs resurfacing and potholes repaired. Clerk to report manhole cover outside Londis to BT. Weeds need attention on alleyway from Paynes Lane to High Street.

The next meeting is to be held on Monday 16th June 2025 at the British Legion at 7.30 pm.

Meeting declared closed 8.20 pm.