

Minutes of Chedgrave Parish Council Meeting held Thursday 7 May 2020

(virtual meeting in line with the Coronavirus Act 2020)

Present: Cllrs C Gould (Chair), J Lurkins, J Sinfield, D Johnson, B Demain, G Lyster, E Guymer.

Also Present: H Goldson (Clerk), No MOPs present.

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| 1. | Declarations of interest and requests for dispensations by councillors: BC - 14, DJ – 16 & LDBA, EG – 26, JS - 16. |
| 2. | To consider apologies and reasons for absence: Cllr J Bircham. |
| 3. | To elect a Vice-Chairman: JB had previously expressed that she would be willing to stand if nobody else wished to. BD PROPOSED JB be elected as Vice Chairman. All in agreement. |
| 4. | To note the resignation of Councillor Husband: CG noted with sadness that Cllr Husband had resigned and asked that a thank you card be sent as well as a note in Chet News thanking Cllr Husband for her work particularly on Wherryman’s Way and Grebe Drive Play Area. Clerk to follow up accordingly, also enquire whether Mrs Husband would be willing to carry on with Working Group activities. Clerk to progress co-option procedure for a Casual Vacancy. |
| 5. | To approve the minutes of the last council meeting (March 2020): CG PROPOSED that the minutes be approved. All in agreement. |
| 6. | To discuss matters arising from those minutes: JL raised the matter of Chedgrave Carr and asked Clerk to contact a solicitor (JL advised that he would be paying the fees). Clerk to follow up accordingly and add to June agenda. CG asked Clerk to follow up with BA re over-staying at the moorings. Clerk to action. |
| 7. | To approve the “Required Decisions” taken in lieu of an April 2020 meeting: CG pointed out a minor error in his initials which Clerk corrected by hand. JS PROPOSED that the “Required Decisions” be approved. All in agreement. |
| 8. | To discuss matters arising from those “Required Decisions”: None. |
| 9. | To approve the Clerk’s continued delegated authority in light of the coronavirus situation: EG PROPOSED that the delegated authority continue. All in agreement. |
| 10. | To note that there will be no Annual Parish Meeting or Annual Parish Council Meeting in 2020 due to Coronavirus in line with the Coronavirus Act 2020: Duly noted. |
| 11. | To adjourn the meeting to allow public participation: There were no MOPs present. |
| 12. | To receive reports from: District and County Cllrs, Police and Parish Cllrs: Cllr BD: Noted that the SAM2 sign battery was still working and he will change the direction. Cllr EG: Noted that dog mess seems to be an increasing problem on Wherryman’s Way and near Beauchamp House. Clerk to post a reminder in Chet News to “Bag it and bin it”. Cllr DJ: Updated re B-line and advised that he had made an application to the Woodland Trust and that Chedgrave PC has been awarded 90 saplings which will be delivered in approx. November/December 2020. Positioning and planting to be agreed. Clerk to add to June agenda. Cllr CG: Noted that he will lay a wreath at the lychgate at 3pm on 8 th May to commemorate VE day. |
| 13. | To approve the grazing rent increase for South Meadow: Clerk outlined the rent increase from £80 per month to £89.67 per month in line with rental paid by the PC to the landowner. JL PROPOSED that the increase be applied. All in favour. Clerk to follow up with grazier. |

FINANCIAL MATTERS

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| 14. | <p>To consider and agree donation requests: Requests for grants had been received from the following and were agreed as below:</p> <ul style="list-style-type: none"> a. Chedgrave MS Therapy Centre - £50 – PROPOSED by CG} b. Eastern Rivers Community Gym - £50 – PROPOSED by CG} c. All Saints Church - £500 (churchyard maintenance) – PROPOSED by EG} d. NARS - £50 – PROPOSED by JL} <p style="text-align: right;">All in favour</p> <p>Clerk to issue cheques with the following stipulations: All Saints Church may only spend the money on churchyard maintenance matters and supporting invoices will be required; NARS needs to complete a grant application form.</p> |
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15. **To approve payments as detailed below:**

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| Community Account | | |
| Clerk Salary & Expenses | | £437.72 |
| C Moore Internal Audit | | £163.14 |
| Loddon Garden & DIY (Grass Cutting) | | £120.00 |
| Royal British Legion (VE Day Wreath) | | £18.50 |
| J Lurkins (Easter Eggs) | | £109.33 |
| Loddon & Chedgrave Playing Field Committee (Annual Fee) | | £1,351.26 |
| DC Tabor (allotment rent) | | £787.99 |
| Community Account Total | | £2,987.94 |
| Brian Clarke Room Account | | |
| Bookings Officer Salary & Exp | | £197.12 |
| Brian Clarke Room Account Total | | £197.12 |
| Footway Lighting Current Account | | |
| Cozens (UK) Ltd (Mar maintenance) | | £42.00 |
| Footway Lighting Current Account Total | | £42.00 |
| Total | | £3,227.06 |
| Receipts - 26 March to 29 April | | |
| Community Account | | |
| SNC Precept | | £12,865.77 |
| VAT Return | | £5,384.73 |
| Grebe Drive Donation | | £375.00 |
| Grazing Rent | | £80.00 |
| Brian Clark Room Account | | |
| Shed Rental Fee | | £12.00 |
| Total | | £18,717.50 |

CG PROPOSED that the payments be approved. All in favour.

PLANNING MATTERS

16. **To consider planning applications:**

2020/0632 (combined with 2020/0802). The matter was discussed and the parish council commented that it is dissatisfied with the site of the building compound due to amenity impact on neighbours. The parish council welcomes the removal of the TROD path but suggests that road widening is no longer needed. CG PROPOSED that the application be approved with the above comments. Voting was by a show of hands: For – 3, Against – 1, Abstain – 2. Motion carried. **Clerk to respond to SNC accordingly.**

17. **Planning decisions:**

2019/1601 – Approval with conditions.
2020/0170 - Approval with conditions.

18. **To consider whether to join the Loddon Parish Council “Neighbourhood Plan” project:**

Councillors discussed the matter and thanked LPC for inviting Chedgrave Parish Council to join the project but stated that further information would be needed prior to any commitment and suggested that perhaps a presentation from SNC could be arranged outlining the process and possible costs. **Clerk to follow up with LPC.**

OTHER MATTERS

19. **To discuss any items arising from the Clerk’s report and receive updates:** CG queried the SNC information needed for the footway lighting electricity supply. **Clerk to follow up with SNC.**

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| 20. | To consider matters relating to Coronavirus and any specific actions required: None. |
| 21. | To consider matters relating to the running of the Loddon & Chedgrave Playing Field Committee: The proposed changes were discussed and councillors concluded that this is a matter for the Loddon & Chedgrave Playing Field Committee which needs to be agreed by them and then ratified by the respective parish councils. Clerk to follow up with LPC accordingly. |
| 22. | To approve documentation relating to MUGA land transfer: Two minor errors were identified a. Pre-emption agreement – clause 18 b. Land Registry document – parish address CG PROPOSED that the documents be approved and signed with the above corrections. All in favour. Clerk to follow up accordingly. |
| 23. | To receive an update on Wherryman’s Way and consider next steps in getting it re-instated: DJ stated that the meeting with NCC has not been progressed. Clerk to chase meeting dates with NCC post lockdown. JL referred to correspondence on Facebook regarding local residents possibly re-instating the bridges. Clerk to contact Kay Mason-Billig and Jeremy Rowe for their assessment of what is wrong with the bridges and what are the plans to repair. |
| 24. | To receive an update on White Horse Plain and agree next steps: JB had previously reported that the planning deadline has been extended to 30 June 2020. JB to discuss details with NCC Environmentalist and progress the scheme at the earliest opportunity. Clerk noted that the NCC Parish Partnership funding application had been successful. |
| 25. | To approve the updated Standing Orders reflecting the Planning Sub-Group: CG PROPOSED that the Standing Orders be approved. All in favour. |
| 26. | To receive an update on the Grebe Drive Play Area project and consider and agree changes to the project and associated expenditure: EG gave an update that pre-lockdown she was in touch with Action Play & Leisure regarding a lower quote and that she is awaiting plans. Advised that she will speak to JB re Lottery Funding. Noted that the SNC CAF funding deadline had been extended to 30 September 2020. JB had previously reported that she will contact Community Payback re site dismantling. |
| 27. | To consider any matters relating to the Easter Egg Hunt and associated costs and actions: A possible future event was discussed depending on lockdown. Clerk to add to June agenda. |
| 28. | To receive an update on the Brian Clarke Room and matters arising: cancellations, officer hours and defibrillator: Clerk gave a brief update that cancellations had been dealt with; increased officer hours of 1 hour per fortnight (or 30 mins per week) were needed for play area inspections; and that a draft advertising flyer is being produced. It was suggested that the matter of the defibrillator be postponed until the room is re-opened. CG PROPOSED that 1 extra hour of officer time per fortnight be approved for play area inspections. All in agreement. Clerk to follow up accordingly. |
| 29. | To consider the impact of Langley Rd/Norwich Rd roadworks on traffic in the village: There was a general discussion regarding the volume of traffic especially arising from Langley School, possible new developments and unforeseen situations such as water leaks/accidents. |
| 30. | To consider findings from the NWT report on the Common: JL commented on the proposal to move the pond and commented that this may be possible as and when the Chedgrave Carr project is implemented. Clerk to respond to NWT accordingly. |
| 31. | To elect members of the Loddon & Chedgrave Playing Field Committee: EG PROPOSED CG as the primary and JB as the secondary member. All in favour. |
| 32. | To elect member of the Jubilee Hall Management Committee: CG PROPOSED JL as the primary member. JL PROPOSED CG as the secondary member. All in favour. |
| 33. | To consider and agree a response to the BA consultation on: Marketing and Viability Supplementary Planning Document (SPD) and Residential Moorings Guide: DJ gave a brief summary of what the consultation is considering. CG PROPOSED that Chedgrave PC supports the document as long as the guidance is adhered to. Clerk to respond accordingly. |
| 34. | To receive items for the next meeting: No new items raised. |

There being no further business, the meeting closed at 9.15pm.

Signed:

Dated: