

Minutes of Chedgrave Parish Council Meeting held Thursday 9 January 2020

Present: Cllrs C Gould (Chair), J Bircham, B Demain, G Lyster, F Husband, J Sinfield (following co-option)

Also Present: H Goldson (Clerk) and CCllr B Stone

Chair re-ordered the agenda to accommodate visitors. Original agenda item no's. in brackets.

1.	Declarations of interest and requests for dispensations by councillors: FH – 22, JB - 11
2.	To consider apologies and reasons for absence: Cllr D Johnson (holiday), Cllr E Guymer (family commitment), Cllr J Lurkins (illness), DCllr K Mason-Billig (other commitment).
3.	To approve the minutes of the last council meeting: Approved. Prop. JB, 2 nd BD
4.	To discuss matters arising from those minutes: No matters arising.
5. (6)	To discuss co-opting a new councillor: Joanne Sinfield stood as a new councillor. Proposed CG, 2 nd JB, all in agreement. Joanne Sinfield was duly elected, signed the Declaration of Office form and proceeded to participate in the meeting. Clerk to send interest form to JS.
6.(5)	To adjourn the meeting to allow public participation: There were no MOPs present.
7. (6)	<p>To receive reports from: District and County Cllrs, Police and Parish Cllrs:</p> <p>CCllr B Stone (BS) – <i>Wherryman's Way</i> – updated on the proposed meeting with Russell Wilson, NCC and stipulated that this meeting is to include ONLY cllrs from Chedgrave PC and Langley w Hardley PC. The landowner will also be invited. BS/Russell Wilson to propose suggested dates. <i>George Lane roundabout</i> – CG requested an update. BS had no update other than NCC had approved the plans and he is expecting a further update soon.</p> <p>Cllr F Husband (on behalf of EG) – reported that the Pocket Park grant application has been submitted and we should hear back in February. A response on the Adnams application is expected within a few weeks. EG has also written to local businesses and thanked BD for his support with this. EG thanked all for their help with the Community Café and Victorian Evening. A new finance spreadsheet had been circulated prior to the meeting. Next Working Group meeting: Wednesday 22nd January, 7.30pm, White Horse. FH also reported that she had submitted entries for the February Contact Magazine and Chet News.</p> <p>Cllr J Bircham – reported that she had met Richard Ravencroft (Ravencroft Trees) at WHP during the inspection of the Jubilee Oak. Feedback was generally positive and a full report will follow. JB gave a brief update on the WHP project outlining possible changes to the surface material which will need to be approved by NCC Highways. This will result in a change to the plans at a cost of approx. £80.00. JB sought approval for this expenditure. Approved – Prop CG, 2nd BD. JB also reported that the lychgate Christmas lights had been removed and returned to Steve Crisp for storage.</p> <p>Cllr B Demain – reported that Chet Stores are happy to display a plan of the new Grebe Drive Play Area and a fundraising “o-meter” in their window. A similar display could also be placed at the BC room noticeboard. BD gave a brief update on SAM2 signs and will hopefully address siting issues at the meeting with NCC Highways on 10th January 2020. BD will also attend SAM2 training at Westcotec on 30th January 2020.</p>
8.	<p>To discuss any items arising from the Clerk's report and receive updates:</p> <ol style="list-style-type: none"> 1. Clerk to write to Steve Crisp to thank him for the kind offer of bus shelter cleaning free of charge for 3 years and to KJ Williams to terminate the existing arrangement with thanks for work done. 2. Clerk to investigate options for paying cash into the bank directly. <p>Clerk to progress all matters accordingly.</p>
9.	To agree 2020/21 Budget: The draft budget had been pre-circulated. There was some discussion on the matter and cllrs AGREED to adopt the budget. Prop JB, 2 nd BD, all in agreement.
10.	To agree 2020/21 Precept and sign relevant form: There was discussion regarding various scenarios and cllrs AGREED to a 2.2% inflationary increase, bringing the precept to £25,731.53 or £67.36 per taxable household. Prop. JB, 2 nd CG. Chair and Clerk duly signed form. Clerk to submit form to SNC.
11.	To consider next steps regarding the unauthorised sign on the lychgate: There was a discussion on the matter including the paper from Rev'd David Owen dated 5 th January 2020. The PC maintained its position that as the entire lychgate structure is a dedicated war memorial, no signs are to be fixed to any part of this beautiful hand-crafted structure. The ownership of the entire structure

	is not in question and for the avoidance of doubt is entirely owned by Chedgrave Parish Council and sited on parish land. As a gesture of goodwill, the parish council offered to re-site the existing church noticeboard to a mutually agreeable but more visible/accessible position, possibly to the right of the lychgate if required by the church. Clerk to: communicate the outcome of this matter to Rev'd David Owen by letter, investigate the registration of the lychgate with the War Memorial Trust and on a separate matter advise Rev'd David Owen that the matter of burial ground capacity will be discussed at the February meeting.
12.	To adopt a parish "Action Plan": A draft Action Plan had been pre-circulated outlining upcoming projects and priorities. Cllrs AGREED to adopt the plan. Prop. JB, 2 nd FH. This will be reviewed in 6 months. Clerk to: Add review of Action Plan to July agenda, obtain quote for and add Governance Review to Feb agenda, investigate how other councils handle payments if there is no meeting in August.
13.	To consider matters arising from the HRAA AGM of 27th November 2019: Cllrs BD and DJ had attended the meeting. BD outlined the relevant points for council consideration and the responses are as follows:- 5.3 Clerk had advised HRAA of the rent increase in September which was in line with the rent paid by the PC to the landowner and consistent with plot holder agreements. 7.4 The PC requests that HRAA develop a plan for PC consideration. 7.5 Plot holders and the landowner own all fruit from the orchard. Any excess could be offered to the community or offered at the gate with an honesty box. No produce is to be sold. 8.6 HRAA members are welcome to collect bark chippings from Grebe Drive Play Area (after it closes for refurbishment). Any excess which cannot be immediately used will need to be stored on individual plots or in sheds. 9.1 If HRAA can make a justification for the additional gate, CPC can approach the landowner as to whether this is permissible. Clerk to update HRAA as above.
14.	To consider training a PC First Aider: JB advised that she will be emergency first aid trained for work. It was not deemed necessary to train anyone else at this point.
15.	To discuss White Horse Plain and agree next steps and tree related costs: JB had previously updated as part of her report. JB advised that the white line painted on the surface marks the boundary between CPC and NCC Highways land which is 3.7m wide. JB continues to progress.
16.	To consider the purchase of the outstanding MUGA strip of land: Deferred. Clerk working on this in line with the Action Plan.
17.	To receive an update on Wherryman's Way and agree next steps: The next step is the meeting with NCC. Further discussion to take place after the meeting. FH to contact LPC to advise of the situation and ask if they wish CPC to raise any points at the meeting on their behalf. FH to update Working Group on the situation.
18.	To consider whether to support the Larkfleet Homes/CAN "Housing Needs Survey": There was a discussion on this matter and cllrs AGREED not to support this. Clerk to advise CAN accordingly.
19.	To agree a response to the Broads Local Access Forum Constitution consultation: No comments.
20.	To receive an update on the Brian Clarke Room and matters arising: Clerk gave a brief update, no matters to report, all going well. Next Working Group scheduled for 23 rd January 2020.
21.	To discuss the Grebe Drive Play Area project and matters arising: FH had already given an update on behalf of EG.
22.	Planning Applications: 2019/2405 – APPROVE, No Comments. 2019/1950 – This matter will be considered at the SNC Development Management Committee meeting to be held on 15 th January 2020. CG to attend on behalf of CPC to re-iterate previous objections. Clerk to send previous CPC comments to CG. The CPC response to this planning consultation is as follows: It is difficult to see from the reserved matters application what has changed. The buildings still lack any architectural merit and would seem to have no connection with the local vernacular. Concerns raised by Chedgrave Parish Council and others do not seem to have

	<p>been addressed, in particular access from Pits Lane which is unnecessary, problematic and adversely affects a naturally planted bank to the frontage. The proposal to widen Pits Lane means the destruction of an attractive rural verge to the Pits Lane and widening is unnecessary. The provision of a TROD footpath is unnecessary and will provide a hazard in wet weather. All construction and associated vehicles from Pits Lane must be restricted - there is very limited facility to turn on Pits Lane (the lower end of which is a private road). Access for all construction vehicles should be from Hardley Rd. only. Unless these matters can be satisfactorily addressed, Chedgrave Parish Council continues to OBJECT to this application.</p> <p>Clerk to respond to SNC accordingly.</p>
23.	<p>Planning Decisions: None.</p>

FINANCIAL MATTERS

24. **To agree 2020/21 financial plan (depreciation):** A depreciation plan had been pre-circulated. Cllrs AGREED to adopt the plan. Prop. JB, 2nd FH.

25. **To approve payments as detailed below:**

Community Account		
Clerk Salary & Expenses		£511.02
ICO Fee (via DD)		£35.00
Christmas Lighting Electricity Donations		£100.00
Community Action Norfolk (Annual Subscription)		£20.00
SNC (Dog Bin Annual Charge)		£1,025.28
Community Account Total		£1,691.30
Brian Clarke Room Account		
Bookings Officer Salary & Exp		£175.04
Brian Clarke Room Account Total		£175.04
Footway Lighting Current Account		
Cozens (UK) Ltd. Installation of 27 new LED lantern replacements		£12,474.00
Cozens (UK) Ltd. Installation of 4 x new LED streetlight columns		£7,176.00
Cozens (UK) Ltd. Installation of 31 column ID and info stickers		£450.00
Cozens (UK) Ltd (Nov maintenance)		£42.00
Footway Lighting Current Account Total		£20,142.00
Total		£22,008.34
Receipts - 28 Nov to 2 Dec 2019		
Community Account		
Allotment Rent		£33.63
Parish Plan Donation		£10.00
Victorian Evening Takings (in aid of Grebe Drive play area)		£85.00
Community Café Takings (in aid of Grebe Drive play area)		£205.80
ICO		£35.00
Allotment Rent		£269.01
Grazing Rent		£80.00
Brian Clark Room Account		
Room Rental		£780.00
Footway Lighting Reserve		
Interest		£14.73
Reserve Account		
Interest		£44.05
Total		£1,557.22

Prop: CG, 2nd JB.

26. **To receive items for the next meeting:** Asset register, ragwort, leylandii hedge, financial regulation, August meeting, Clerk's hours, whole council training.

There being no further business, the meeting closed at 9.45pm.

Signed:

Dated: