

Minutes of Chedgrave Parish Council Meeting held Thursday 4th March 2021

(virtual meeting in line with the Coronavirus Act 2020)

Present: Cllrs C Gould (chair), J Lurkins, J Sinfield, D Johnson, B Demain, R Seel, G Lyster

Also Present: H Goldson (Clerk), DCllr J Rowe

- 1. Declarations of interest and requests for dispensations by councillors:** DJ – Pits Lane resident. JS - item 12.
- 2. To consider apologies and reasons for absence:** Cllr J Bircham (unwell), CCllr B Stone (another meeting). CG RESOLVED to accept apologies. All in agreement.
- 3. To approve the minutes of the last council meeting:** CG RESOLVED to approve the minutes. All in agreement.
- 4. To discuss matters arising from those minutes:** None.
- 5. To approve the Clerk's continued delegated authority in light of the coronavirus situation:** CG RESOLVED that the delegated authority continue. All in agreement.
- 6. To adjourn the meeting to allow public participation:** No MOPs present.
- 7. To receive reports from: District and County Cllrs, Police and Parish Cllrs:**

DCllr J Rowe: Reported that Chet Chat is on-going – daffodils and Easter Eggs will be distributed to participants at the end of March. with 50+ volunteers. DCllr Rowe had pre-circulated a written report.

Cllr D Johnson: Advised that he will be attending the Broadlands Futures Initiative 'village hall' event on 10th March. Called for B-Line ideas – CG suggested a grove of trees somewhere within the parish. **DJ to follow up.** Reported that he had attended a NALC event on local council representation and had circulated information. Commented on the interruption to the Pits Lane phone/broadband due to building works. **Clerk to write to Vello regarding this, general site management, mud on road etc. and advise that in future, the parish council may report these matters directly to the authorities without prior consultation.**

Cllr J Sinfield: Reported that the B-Line has offered various wild flower seeds which could be sown in the Pits in the bramble area. JS offered to carry out this task, council agreed. JS raised the matter of the hedge along Hardley Rd which had been flailed.

Cllr B Demain: Reported that the SAM2 sign is currently located on Norwich Rd. He has downloaded the data and is working on the best way to present it.

Cllr R Seel: Commented on the uneven pavement near the car park entrance to Chedgrave shops, possibly due to tree root damage. **Clerk to raise NCC Highways ticket.**

Cllr J Lurkins: Updated that Jubilee Hall staff are on furlough and that the hall had received a further grant of £6k which is helping finances. Queried the situation with the patio railings and commented that the Jubilee Hall is being used for Covid-19 testing although poorly advertised.

Cllr C Gould: Reported that he had attended the recent L&CPFC meeting and he has been looking into the A146 junction proposal.

FINANCIAL MATTERS

- 8. To consider any matters relating to the move to internet banking including additional signatory.** Clerk outlined the migration plan. CG offered to act as an additional signatory. DJ RESOLVED that CG should become a signatory. All in agreement. **Clerk to progress.**
- 9. To consider future funding of Chet Contact:** Clerk updated that the PCC Treasurer had advised that Chet Contact will not be seeking grant funding from the parish council. **Clerk to respond to PCC and Chet Contact Treasurers that future grant applications would be welcome if needed.**
- 10. To appoint the internal auditor 2020/2021:** JS RESOLVED to appoint Catherine Moore at an approximate price of £164.00. All in agreement.
- 11. To review the Standing Orders and Financial Regulations prior to the Internal Audit:** A number of queries were raised. **Clerk to check the numbering of 13 d/e.** RS RESOLVED to adopt the current set of Standing Orders notwithstanding the above query. All in agreement. CG RESOLVED to adopt the current set of Financial Regulations. All in agreement.
- 12. To consider improvements to the allotments:** Clerk had pre-circulated a report on the matter.
 - a. Rabbit Fence – DJ RESOLVED** that the rabbit fence be patched by Broadwood Fencing at a cost of £100. All in agreement. **Clerk to progress.**

b. Pedestrian Gate – CG RESOLVED to install a pedestrian gate. Further consultation to take place with HRAA and landowners to finalise the specification. All in agreement. **Clerk to progress.**

c. Public Liability Insurance – Clerk summarised the situation regarding public liability insurance for plot holders i.e. that parish council insurance does not cover plot holders for incidents on their plots. **Clerk to draft and circulate a letter to plot holders on the matter.**

13. **To consider electricity supply for footway lighting:** Clerk had pre-circulated a report. There was a general discussion relating to green credentials of supply. **Clerk to query this with suppliers.**

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

Community Account	
Clerk Salary & Expenses	£481.21
Saffron Housing Trust (Garage Rental)	£52.00
Loddon Garden & DIY (Christmas lighting storage boxes)	£30.00
CAN (G Buckle Play Equipment Inspection Training)	£30.00
Simon's Landscaping Ltd (Grebe Drive Fencing)	£3,888.00
Cozens (UK) Ltd (Jan maintenance)	£42.00
Community Account Total	£4,523.21
Brian Clarke Room Account	
Bookings Officer Salary & Exp	£173.34
Brian Clarke Room Account Total	£173.34
Receipts - 28 Jan to 24 Feb 2021	
Community Account	
National Lottery Grant (Grebe Drive)	£9,997.00
Allotment Rent	£131.71
Grazing Rent	£89.67
Loddon & Chedgrave Society Donation	£54.88
Total	£10,273.26

JS RESOLVED to approve the payments. All in agreement.

PLANNING MATTERS

15. **To consider planning applications:**

2019/1465 – WHP Works - Approve, no comment }
 2021/0294 – 3 Norwich Rd - Approve, no comment } All in agreement.
 2021/0334 – Monpet - Approve, no comment }

Clerk to respond to SNC accordingly.

16. **Planning Decisions:**

2020/2042 – Phone mast – approved 29 January 2021

2020/2401 – 12 Hillcrest – approved 1 February 2021

17. **To consider any issues in relation to the Neighbourhood Plan:** Clerk raised 2 queries from Loddon PC and there was a general discussion. Councillors agreed to progress Neighbourhood Plan activities with the specific aim of reviewing and amending the Loddon & Chedgrave Terms of Reference Document to reflect the fact that both councils are involved. CG RESOLVED that the whole of Chedgrave parish boundary be included in the Neighbourhood Plan. All in agreement.

Clerk to respond to Loddon PC.

OTHER MATTERS

18. **To discuss any items arising from the Clerk's report and receive updates:**

a. Archiving of Minutes – Cllrs agreed that Clerk could archive minutes more than 5yrs old at NCC.

b. Recruitment/Public Engagement – Cllrs agreed that Clerk could work with RS, JS and DJ to develop recruitment/engagement plans.

c. Hardley Rd hedge – Clerk reported resident complaints re hedge trimming. **Clerk to contact land manager re the possibility of more sympathetic ways of keeping hedges in check.**

19. **To review the Parish Action Plan:** The council reviewed the Action Plan and agreed various changes – to update lead cllrs where appropriate, to expand the WW section to include registration of footpaths, to add Engagement/Recruitment and to add the nomination of Working Group members at the Annual Parish Council Meeting. **Clerk to update and progress accordingly.**
20. **To review the Code of Conduct:** Cllrs were reminded of the requirement to adhere to the Code of Conduct. RS RESOLVED that the existing Code of Conduct be re-adopted.
21. **To consider various matters in relation to the allotments (pedestrian gate and rabbits):** Dealt with under item 12.
22. **To consider A146 Loddon Road / C554 Norwich Junction Improvements - preliminary consultation:** There was a general discussion on the matter and various objections to the proposal were raised. Objections covered: the need for a public consultation on the matter; the need for clarification of what the proposal is intended to achieve; the view that proposed plans seem likely to result in greater risk at the junction than at present i.e. potential for Beccles bound traffic to shunt into traffic slowing to turn left to Chedgrave and reduction in vision for traffic turning right to Norwich due to turning/stationary traffic; the tight angles of the new junction will be difficult for HGV's to navigate; the requirement to give way to cyclists presents risk since they may not be seen and the possibility of re-purposing the old road into a cycle path should be considered. CG RESOLVED that the council object to the proposed plans. 6 in favour, 1 abstention. Resolution PASSED. **Clerk to draft response to NCC based on the above and circulate to cllrs prior to sending.**
23. **To consider the GNLP Consultation: GNLP Reg19 Publication:** There was a general discussion on the topic. Cllrs agreed to comment that the whole Section 18/19 process had been inadequate for the purposes of the general public being involved. CG RESOLVED to respond to the consultation as above, cc. CCllr Barry Stone. All in agreement. **Clerk to progress.**
24. **To receive an update on the Grebe Drive Play Area project and associated expenditure:** JB had pre-reported that the equipment should be on site by 15th March with a view to installation being complete by the end of the month.
25. **To receive an update on Wherryman's Way and consider next steps in getting it re-instated:** No update.
26. **To receive an update on the Brian Clarke room:** No update.
27. **To receive an update on the Loddon & Chedgrave Playing Field Committee (L&CPFC):** CG gave an update following the recent meeting especially in relation to CCTV, dog fouling, tennis court gates, MUGA proposals. Added that the Chedgrave PC request to open the tennis courts to all was rejected by the committee. Clerk added that there may be a further funding request for CCTV and raised the matter of the L&CPFC Constitution and how it is being implemented.
28. **To receive an update on White Horse Plain and agree next steps:** No update (other than planning response).
29. **To receive items for the next meeting:** Pits Lane planning application.

There being no further business, the meeting closed at 9.35pm.

Signed:

Dated: