

DRAFT Minutes of Chedgrave Parish Council Meeting held on Thursday 1st Sept 2022 at the Brian Clarke Room, Chedgrave

Present: J Sinfield (JS, Chair), Cllrs C Gould (CG), D Johnson (DJ), D Drecin (DD, co-opted at meeting), J Lurkins (JL), R Lyster (GL), B Demain (BD).

Also Present: H Goldson (Clerk), K Mason-Billig (KMB), 5 MOPs.

1. **Declarations of interest and requests for dispensations by councillors:** JS – item 23.
2. **To consider apologies and reasons for absence:** J Rowe, K Mason-Billig had advised she would be late. It was noted that Cllr Dan Scott had resigned from the council due to family commitments. JS RESOLVED to accept the reasons for absence. All in agreement.
3. **To approve the minutes of the last council meeting:** JS RESOLVED to approve the minutes. All in agreement.
4. **To discuss matters arising from those minutes:** None.
5. **To consider co-opting new councillor(s):** Diana Drecin stood for council. JS RESOLVED that she be co-opted, all in agreement. DD signed the Declaration of Office.
6. **To adjourn the meeting to allow public participation:** There were 5 MOPs present.
 - a. **MOP1** queried when a bench would be installed at the mooring to replace the mast and there was a general discussion on the options for this. MOP1 also queried when the mobile phone mast would be installed and there was some discussion around this with the view being that the delay may be due to the owner seeking permission for both O2 and Vodafone rather than just O2. **Clerk to write to consultant in charge asking for likely timescales.**
 - b. **MOP2** commented on the possible development on Langley Rd and the need to ensure any properties are suited to the locality and built to a high standard. MOP2 also expressed concern at winter pressures and queried what the local community and the council would do to help. JS outlined initiatives such as ‘warm library’ and the Chet Valley Community Larder. **Clerk to write to Saffron to ask whether there was any scope for the BC room to be used in some way.**
7. **To receive reports from: District and County Cllrs, Police and Parish Cllrs:**

DCllr J Rowe: Clerk had circulated a written report.

D/Cllr K Mason-Billig: KMB gave an update on the possible redevelopment of the Langley Rd Industrial Estate noting that some businesses were in the process of vacating and that it is a matter of concern for other organisations operating from there, particularly the likely degradation of the site as businesses start to vacate. She will keep the council updated as she hears more. KMB also advised that funding is in place for the renovations of the staithe footbridge in Loddon as well as some improvements to the immediate area and quotes are being sought for the work which is not likely to begin until 2023. She reported that she is working with Police to minimise anti-social behaviour in the staithe area including a possible Loddon Parish Council byelaw banning the consumption of alcohol in the area. Finally, KMB noted that South Norfolk Council has a hardship fund and encouraged local people to apply via the SNC website (this is funded by central govt.).

Cllr BD: Had circulated a written report which had highlighted various matters, specifically:

- a. **SAM2:** confirmed that only one new battery is needed and the council agreed that BD should go ahead and purchase this as per the July meeting.
- b. **Allotments:** the bore hole generator had broken down over summer but was repaired. Various replacement options are under consideration and a grant application has been submitted by HRAA to help with funding. An allotment inspection will take place on 14th Sept and HRAA have raised various queries.
- c. **Highways:** BD reported that the Hardley Rd pavement trip hazard had been fixed.
- d. **Trees:** a visual check had been done and trees look ok.
- e. **Village Sign:** BD is fact finding about how the village sign has been treated previously.

Cllr GL: Noted that Langley Rd parking is particularly bad once again, including vehicles parking on the pavement in the vicinity of The Rise junction and beyond. **Clerk to place a snippet in Chet Contact/Facebook reminding people about considerate parking and also report to NCC**

Highways.

Cllr JL: Commented on the strong sewage smell coming from the pumping station. **Clerk to write**

to Anglian Water to report this and seek an update on improvements.

Cllr DJ: Continues to follow up with NCC re Wherryman’s Way. It is difficult to obtain firm information but he is told everything is going to plan. DJ attended a Neighbourhood Plan meeting on 31 Aug 2022 and gave a general update.

Cllr CG: Advised that he also attended the Neighbourhood Plan meeting and commented that it is going well but needs more input from the public.

Cllr JS: Reported that the Chet Valley Community Larder is now open and lots of publicity will follow soon.

8. To discuss any items arising from the Clerk’s report and receive updates:

- a. **Poppy Wreath:** JS RESOLVED to purchase a wreath for a donation to RBL of £18.50.
- b. **EV Charging Point:** SNC has written asking for further information.
- c. **Grebe Drive Play Area:** Clerk advised that some additional minor repairs are needed to Grebe Drive play equipment and council agreed that email approval of cost would be acceptable in order to progress repairs. Clerk noted that signs at the park had been vandalised and needed replacing. JS RESOLVED that Clerk should order new signs @ approx. £20+VAT each.
- d. **Chedgrave Common:** Clerk to seek prices for sign to be placed warning of the seasonal pond. All in agreement, Clerk to progress if price seems reasonable.
- e. **Asset Register:** DJ agreed to help with the check of parish assets.

Clerk to progress all of the above.

FINANCIAL MATTERS

9. To approve the cutting of the hedge alongside the Pits/Hardley Rd: Clerk had a quote of £80+VAT to trim the hedge. JS RESOLVED to accept. All in agreement. **Clerk to proceed.**

10. To confirm the internal auditor for 2022/23: Clerk suggested Catherine Moore at a cost of £150. JS RESOLVED to approve. All in agreement. **Clerk to proceed.**

11. To receive the Internal Scrutineer’s Report: BD reported that he was happy with the report produced by Clerk/RFO.

12. To receive the Financial Summary: Clerk had circulated the report. CG RESOLVED to approve it. All in agreement.

13. To note the council insurance renewal: The long-term plan with BHIB will renew on 1st October 2022 at a cost of £1240.13.

14. To approve payments as detailed below:

Community Account	
HR Related Costs	£627.90
Clerk (additional hrs & exp.)	£139.03
Cozens (UK) Limited (July maintenance)	£42.00
MW Bookkeeping Services (July payroll)	£16.75
SSE Footway Lighting Electricity (DD) (May 2022)	£210.29
EPS Ltd (Pits repairs and bench installation)	£822.00
EPS Ltd (Grebe Drive repairs)	£588.00
Loddon Garden & DIY (Grass cutting)	£140.00
PJ Lee (Generator hire, via HRAA)	£79.15
BHIB Insurance Renewal	£1,240.13
Community Account Total	£3,905.25
Brian Clarke Room Account	
HR Related Costs	£210.80
Brian Clarke Room Account Total	£210.80
Total Payments	£4,116.05
Receipts 4-24 Aug 2022	

Brian Clarke Room Account	
BC Room Rental	£32.00
Total Receipts	£32.00

Clerk requested that a further £18.00 be added in relation to bore hole generator repairs (“Milner Off Road”, via Paul Spinks) CG RESOLVED to approve the payments including the additional £18.00. All in agreement.

PLANNING MATTERS

15. To consider planning applications:

2022/1265 – DJ RESOLVED to ratify the decision of the council made via the Planning Protocol to support this application with no comments. All in agreement.

2022/1388 – BD RESOLVED to approve this application with no comments.

2022/1559 – Info only, council not a consultee on this application.

Clerk to respond to SNC accordingly.

In addition, DJ raised concern at removal of hedgerows adjacent to Meadow Cottage. **Clerk to write to BA Planning Enforcement expressing this and query whether anything can be done.**

16. Planning Decisions: None

17. To consider matters in relation to the Neighbourhood Plan (NP): DJ had updated on this during his report. Clerk noted that an invoice of £5k had been received from Loddon Parish Council. **JS to query more detailed costings in relation to this.**

OTHER MATTERS

18. To review the parish “Action Plan”: Clerk suggested an informal meeting to discuss this and parish finances. **Clerk to arrange.**

19. To consider a request to place a skip at the edge of the Pits: An MOP has asked to place a temporary skip in the Pits. JS RESOLVED to allow this. All in agreement. **Clerk to advise MOP.**

20. To consider matters relating to Chedgrave Common:

- a. **LR negotiation next steps:** DJ summarised the current situation and advised the council potentially faces very high costs to cover legal fees etc. Clerk outlined that council needs to respond to LR confirming the Case Summary is accurate and that the council wishes to proceed with solicitor support. JS RESOLVED to proceed on this basis. All in agreement. Clerk noted that the finances for this need to be properly considered and understood and this will be done as part of the informal Action Plan/Finance meeting. There was a general discussion on the matter and the council felt that a Working Group may be a good way to raise awareness, support and possibly funding. **Clerk to respond to solicitor/LR and place a snippet in Chet Contact seeking local support/involvement.**

21. To consider the revised plan of action in relation to White Horse Plain and the Jubilee Oak: JS outlined meetings which had taken place over summer and the scaled back plan for WHP/Jubilee Oak which would cost less. Unfortunately, a new planning application may be needed, JS confirming. Council agreed that JS and Clerk should continue to develop this plan, seek costings etc.

22. To consider footway lighting costs and agree any action: Clerk outlined extremely high energy costs for lighting and difficulty in obtaining quotes for a fixed contract (suppliers are simply not quoting). There was a general discussion and it was agreed to maintain the status quo for now but **Clerk to find out whether it is possible to reduce the time lights are on e.g. alter timer / sensor.**

23. To consider issues relating to the allotments generator and agree next steps: Paul Spinks gave an update on repairs made to the generator and the council thanked him kindly for his efforts. He and BD are investigating future options for eventual replacement and a grant application has been submitted.

24. To receive an update on the Loddon & Chedgrave Playing Field Committee (PFC): CG gave an update on a request by the tennis club for funding to improve the courts.

- a. **To nominate a substitute representative to the Committee:** JS volunteered and JL RESOLVED that she be nominated as Chedgrave PC’s substitute representative. All in agreement. Clerk to confirm to Loddon PC clerk.

25. To receive an update from the Emergency Planning Group: No update. Deferred to next meeting.

26. To receive an update on the Jubilee Hall Management Committee: No update.

27. **To receive an update from the LPC Events Committee:** There will be a meeting later in September. **JS to update the council at the October meeting, Clerk to add to agenda.**
28. **To receive an update on the Brian Clarke room:** Clerk advised the next Working Group meeting will be on 29th September 2022. BD noted that the Perspex screen on the teen shelter had been damaged and that a laughing gas canister had been found near the MUGA. He also noted that the fence between the MUGA and car park was damaged. **Clerk to contact Saffron/Orbit regarding repairs.**
29. **To receive an update from the Wherryman's Way Working Group:**
 - a. **To consider ideas for nettle control along the river stretch of WW:** Clerk had prepared a report and there was a general discussion. It was agreed that the council would consider ad hoc cuts as needed in terms of nettles encroaching onto the path. **DJ to raise this matter at his next meeting with NCC.**
30. **To agree a response to: South Norfolk Council Taximeter Tariff (Table of Fares) Consultation:** **Clerk to respond querying whether any pricing cap would be in line with fuel price increases.**
31. **To receive items for the next meeting:** Christmas lights, WHP, Events Cttee, Emergency Planning, co-option.

There being no further business, the meeting closed at 9.34pm.

Signed:

Dated: