# REEDHAM PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 7th March 2022 in the Village Hall.

**Present -** Councillors D Hale (Chair), D Rushbrook, M Barnes, P Bagshaw, S Pittam, T Davey, T Rednall, C Mutten, R Holt, L Bassett, L George and the Parish Clerk C Dickson. DCllr G Nurden, CCllr L Hempsall and 3 members of the public were in attendance. The Council meeting commenced at 7.30 pm.

The meeting held a minute’s silence in respect for the people of Ukraine.

**1-03) Apologies for Absence**

None.

**2-03) Declarations of Interest on the Agenda**

Cllr Barnes: planning item 6 b)

**3-03) Minutes of Previous Meetings**

The minutes of the Parish Council meeting held on the 10th January 2022 were **approved**, with 1 abstention. The minutes were signed by Cllr Hale as Chair of the meeting.

**4-03) Matters Arising**

The grips have now been cleared, including at the 2nd Limpenhoe turning.

**Public Participation**

District Councillor Grant Nurden gave the following report: Broadland District Council decided on a 0% increase to their Council Tax and garden waste collections

Business Support Grants available: Start Up Grant for new businesses, £1,000 funding across SN & BDC; Enterprise Grants for expansion & development of existing businesses, matched funding of maximum £750. Funding is still available for this financial year.

Community at Heart Lottery – no organisations from the Marshes Ward are taking advantage. Schools can participate, as well as FOSAs, and WIs. The **Clerk** was asked to advertise.

BDC is looking at ways to assist Ukraine.

The pension issue for the cleaner of the toilet has been resolved.

County Councillor Lana Hempsall gave an update: The budget was approved with an overall increase of 2.99%. 1.99% general increase and 1% for Adult Social Care. Through reorganisation there is an additional £11m investment in Child Services and £29m into Adult Social Care. Covid has put enormous pressures on those services, particularly with the Government withdrawing the Covid grants. Staff have had to be rotated out of front line services as the pressure was too hard.

The Reedham grips have been cleared. The Church Dam closure has been flagged but no response received as yet.

Out of my £10,000 budget for Highways measures £6,000 has been allocated for the installation of electric vehicle charging points at the village hall, subject for it being approved. There will be a small on-cost for the SIM and data but this has yet to be finalised. For comparison Acle’s will be around £300/year but Reedham will not have the 24hr call out charge.

Cllr Hale thanked CCllr Hempsall for her help with resolving the Highways matters.

Cllr Rushbrook queried when Station Road will be resurfaced. This was scheduled a couple of years ago. The **Clerk** will pass the details to CCllr Hempsall.

Chairman of the Village Hall Committee Chris Bradbury gave the following report:

There were no issues with the play equipment safety inspections for February and March.

Reedham and District WI planted a walnut tree on the playing field yesterday, in memory of all those who lost their lives due to Covid 19.

To commemorate the Platinum Jubilee on the 2nd June we will be lighting a beacon on the playing field at 9:45pm. The Stage School Children and Adult Drama will be coming together to perform the new Commonwealth song “A Life Full of Grace”. More information will be available after the next CA meeting.

The Broadland Tree Warden Network are providing a free oak tree to be planted for the Jubilee.

We have a film showing of “Spencer”, about the marriage of Princess Diana and Prince Charles, on Friday 11th March at 7.30pm. The next film will be on the 8th April at 7.30pm and will be “House of Gucci”.

The February Cash Bingo jackpot wasn’t won, the jackpot stands for March at £260 in 51 numbers or less. This month’s Cash Bingo is on the 21st March at 7:30pm.

We have an Easter Egg Hunt on Sunday 10th April at 1:30pm to 3:30pm. £2 per child.

Public

A member of the public informed the meeting that the Church will be celebrating the Queen’s Platinum Jubilee on the 3rd June.

DCllr Nurden gave his apologies in advance for the Annual Parish Meeting.

**5-03) Co-opting a new Councillor**

One application was received for the vacant Councillor position. Lesley George was unanimously co-opted on to the Council, and signed the Declaration of Acceptance of Office.

**6-03) Planning Applications**

1. 20220174 – proposed new agricultural grain store at Hill Farm, The Hill, Limpenhoe, NR13 3HT. The Council resolved **no objections**, with 2 abstentions.
2. BA/2022/0048/FUL – retrospective change of use to domestic curtilage and erection of a close boarded timber 6ft boundary fence at Nelsons Cottage, 38B Riverside, NR13 3TE. Surprise was expressed that a planning application was required for a fence. Cllr Barnes explained that because part of the fenced off garden was actually deemed Highways land it was simpler to submit a planning application than to apply for a Stopping Up Order. The Council resolved **no objections.**

**7-03) To consider items for future S106 agreements**

The Clerk received feedback from BDC that items for future S106 agreements are best incorporated into the Neighbourhood Plan. Developers are encouraged to engage with the local Council at an early stage.

DCllr Nurden informed the meeting it is not too late to negotiate items for the S106 after the planning application has been submitted even though draft Heads of Terms for the S106 agreement need to be presented with the application.

The Council agreed that a playing field for the school was a priority.

Councillors were asked to send ideas to the Clerk for discussion at the next meeting.

**8-03) To Receive an update from the PCC**

On Saturday 26th March, from 10am, there is a Church Spring Cleaning day. There are lots of jobs to be done and anyone willing to help would be very welcome.

On Friday 2nd April, at 6pm, there is a memorial concert at the Church for Mike Brook.

**9-03) To Discuss Updates on the Following**

1. **Speed Sensor**

In February the speed sensor was located on Mill Road, approaching the school. The 85% centile was 27.5mph, a very slight reduction, from 27.9mph, on the previous time. 8,000 vehicles were recorded with only 200 vehicles travelling between 30-35mph.

1. **Allotments**

A tenant has queried why sheds are only allowed on full plots. It was a requirement of the planning permission that sheds were only allowed at the top of a plot to avoid shading of adjacent areas.

No other issues reported.

1. **Public Toilets**

A member of the public asked if Radar key locks could be installed on the toilets for disabled access all year round. The Clerk will request this from the contracts team during the upcoming refurbishment. DCllr Nurden reminded the Clerk that he is would like to be included in any updates.

1. **Reedham Primary School playing field**

Cllr Barnes has spoken to the Head, who will be talking to the Governors.

Incorporating a new playing field into new developments in the village will be part of the Neighbourhood Plan.

**10-03) New waste bins at Station Road and on Mill Road**

The Council **approved** the purchase of 2 new litter bins.

**11-03) Woodland Walk maintenance**

John Allaway was due to start the maintenance in March. He suggests monthly visits by a couple of volunteers to maintain the path accessibility would be enough. The **Clerk** will request a site visit with Cllrs Hale, Bagshaw and Rednall.

**12-03) Correspondence Received**

1. The Norfolk Local Access Forum has several vacancies for volunteers.
2. Doctor’s surgery reopening: they have confirmed that there are plans for it to be reopened but no confirmed date as yet. Clerk to continue dialogue. The Parish Council is not responsible for the recent petition.
3. The Clerk has received the ENTUA newsletter.
4. The local Poppy Appeal sent a thank you letter for the Council’s donation. Acle and the surrounding area raised £9,697.67.

**13-03) Moving the May meeting**

The Clerk requested that the meeting in May be moved due to attendance at another event. The Council **approved** moving the meeting in May to Thursday 5th.

**14-03) Community Resilience Plan**

The Emergency Planning Officer at BDC suggested a Community Resilience Plan might be useful for the Council and village. He offered help to put one together. Cllrs George, Bassett, Rednall and Hale offered to be part of a working party.

The **Clerk** will search the records for a prior Emergency Plan.

**15-03) Village Jubilee Celebrations**

Cannell’s on Riverside are planning an all day event to celebrate the Jubilee to include craft and food stalls and music outside the shop.

Cllr Rushbrook suggested providing mugs to the children in the village. A lady in Acle can print custom mugs. The **Clerk** will contact the school to ask if they would be interested in this.

**16-03) Financial Matters**

1. The Council considered the purchase of gel sandbags that can be stored dry and flat. Cllrs Hale and Barnes will sort out storage of the current sandbags but no additional ones will be purchased. Some responsibility for flood mitigation efforts must be taken by householders.
2. The Council considered a report from the Clerk for the RCA Grant and Recycling Credit payment (see attached). No payment will be made for the RCA Grant, Chris Bradbury will read the report and respond. A payment of £663.83 will be made for the recycling credits.
3. A request for a donation or loan towards the refurbishment costs of the church bells was considered. The ringers have £2,000 towards the expected costs of £2,500 and are requesting a loan or donation for the balance. Confirmed costs are being sought. The bells are important to village life and the Council would like to support the ringers.

The **Clerk** will investigate the legalities of a loan and was asked to write to the Diocese to use part of the funds from the sale of the rectory for the replacement of the bell mechanism, expected to cost £80,000.

[The meeting reached the 2 hour limit. As per the Standing Orders the Chairman approved the meeting continuing]

1. The Council noted the Income and Expenditure report to 28th February 2022 (see below).
2. The online payments made in January and February were checked and confirmed by Cllr Bassett.
3. Payments presented for approval, circulated to Councillors in advance:

C Dickson - salary March 2022 £ 455.74

HMRC - PAYE March 2022 £ 41.80

Norfolk Pension Fund - Clerk pension £ 152.69

C Dickson – expenses £ 22.24

Reedham Community Association – hall hire January £ 31.00

Collective Community Planning – Neighbourhood Plan consultancy £ 2,760.00

Suffolk Tennis Courts – 40% deposit for tennis court repair £ 2,342.40

Rob the Builder – installation of goal post sockets £ 780.00

Collective Community Planning – Neighbourhood Plan consultancy £ 2,760.00

**Total =** **£ 9,345.87**

The Clerk’s salary includes cost of living scale point increase back pay. The two Neighbourhood Plan consultancy invoices are paid from a grant. All the payments were **approved.**

1. The Council **approved** requesting £5,000 from the Broadland Deposit account.

**17-03) Items for the Next Agenda**

Bell repair loan or donation

Future S106 agreements – what would the Council like included

Village signs – wood for the current broken on and Cllr Bagshaw to chase the new ones.

Public

No further comments.

**14-01) Time and Date of Next Meeting.**

The next scheduled meeting is Monday 4th April 2022 at 7.30pm, at the Village Hall

The meeting closed at 21.36.

Signed………………………………........................ Date……………………………….

Reedham Parish Council – RCA Grant and Recycling Credits 2020/21

# Reedham Community Association Grant

The original agreement, started in 2008, was for an initial £1,400 per annum to cover the inspection, maintenance, and keeping in good repair of the buildings, structures and equipment at the Village Hall. There was to be an annual review of the amount each year in October (although there was allowance to move this date).

It is not clear how the grant may have morphed but it is believed that the Parish Council took on paying for the grass cutting so that the VAT could be reclaimed, and therefore the grant paid from then on was the agreed amount less the cost of the grass cutting. Payments were made until 2011/12 and then there was a gap until 2019/20 when the amount owed was calculated and paid.

Here are the figures for this year and last:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | VH Grass Cutting (PC paid) |  | What 2008 £1,400 is/was worth | Difference |
| 2020/21 | 1,950.00 |  | 1,959.02 | 9.02 |
| 2021/22 | 2,008.00 |  | 1,988.34 | -19.66 |

As you can see the costs of grass cutting have outstripped inflation and therefore no grant is due.

# Recycling Credits

Historically the recycling credits from the bottle banks at the Village Hall were paid to the RCA. In the past it was not easy to work out from the invoices which bottle bank was for which location (Riverside or the Village Hall) but in 2021 a new provider took over the service and they are sending separate invoices so I have been able to work out the split for 2020 as well:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Village Hall | Riverside |  | Village Hall % |
| 01/04/2020 | 28.50 | 9.00 |  | 0.76 |
| 02/07/2020 | 19.50 | 12.00 |  | 0.62 |
| 07/10/2020 |  | 33.00 |  |  |
| 06/01/2021 | 15.90 | 12.00 |  | 0.57 |
| Total | 63.90 | 66.00 |  |  |
|  |  |  |  | Average |
| Total | 129.9 | |  | 0.65 |

The recycling credit figures for 2020/21 are:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | NCC | BDC | Recycling Credits Received | Recycling amounts paid to RCA | Indigo Waste invoices (PC paid) | average % of credits |
| 2020/21 | 964.21 | 57.63 | 1021.84 |  | 129.9 | 663.83 |

Therefore I propose that the payment to the RCA for recycling credits is £663.83 for 2020/21.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT BARCLAYS BANK** | | | | | | |
| **AS AT 28.2.22** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 16,500.00 |  | GROUND MAINTENANCE |  | 7,209.20 |
| GRANT |  |  |  | STATY/POST/PHONE ETC | 45.28 | 297.37 |
| TRAINING |  | 5.00 |  | VILLAGE WORK | 205.00 | 5,216.26 |
| BANK INTEREST |  |  |  | PROF/SUBS/TRAINING |  | 453.49 |
| NCC |  |  |  | STAFF SALARY/TAX/PENSION | 1,088.52 | 5,974.11 |
| GLASS & MISC |  | 52.97 |  | AUDIT & INSURANCE |  | 679.30 |
| ADVERTISING |  |  |  | RECYCLING | 30.00 | 104.10 |
| ALLOTMENT A/C |  |  |  | SECTION 106 & 137 |  | 180.00 |
| PERMISSIVE PATH |  |  |  | ROOM HIRE/GRANTS/EXPS |  | 252.00 |
| GRASS CUTTING |  | 161.74 |  | MISCELLANEOUS |  |  |
| **TOTAL** | 0.00 | 16,719.71 |  | **TOTAL** | 1,368.80 | 20,365.83 |
| Neighbourhood Plan |  | 5,700.00 |  | Neighbourhood Plan |  | 1,100.00 |
| HMRC VAT |  | 8,282.72 |  | VAT | 47.26 | 8,535.14 |
| CIL Receipts |  |  |  | CIL Expenditure |  | 8,082.51 |
| S106 | 1,952.00 | 572.27 |  | S106 |  | 568.11 |
| TRANSFER |  | 10,000.00 |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AT 28.2.22 |  |  | **BANK ACCOUNT** | AT 28.2.22 |  |
| BALANCE CD/FWD | 8,552.58 |  |  | CURRENT ACCOUNT | 9,088.52 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | (1,368.80) |  |  |  | 9,088.52 |  |
|  | **7,183.78** |  |  | Less unpresented chqs |  |  |
|  |  |  |  |  |  |  |
| TRANSFER | 0.00 |  |  |  |  |  |
| Neighbourhood Plan | - |  |  |  |  |  |
| Net VAT | (47.26) |  |  |  |  |  |
| S106 | 1,952.00 |  |  |  |  |  |
| CIL | - |  |  | Add: unpresented receipt |  |  |
| BALANCE | **9,088.52** |  |  | BALANCE | **9,088.52** |  |
|  |  |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **ALLOTMENT ACCOUNT** | | | | | | |
| **AS AT 28.2.22** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| RENT | 39.01 | 339.01 |  | MAINTENANCE |  |  |
| DEPOSIT |  |  |  | RENT/DEPOSIT | 47.67 | 322.04 |
| **TOTAL** | 39.01 | 339.01 |  | **TOTAL** | 47.67 | 322.04 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AT 28.2.22 |  |  | **BANK ACCOUNT** | AT 28.2.22 |  |
| BLANCE CD/FWD | 1,303.78 |  |  | CURRENT ACCOUNT | 1,303.78 |  |
| INCOME | 39.01 |  |  | less: unpresented cheques |  |  |
| EXPENDITURE | -47.67 |  |  |  |  |  |
| **BALANCE** | **1,295.12** |  |  |  | **1,303.78** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **BDC PARISH DEPOSIT ACCOUNT** | | | | | | |
| **AS AT 26.11.2021** | | | | | | |
|  |  |  |  |  |  |  |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFERS |  |  |  | TRANSFERS |  | 10,000.00 |
| INTEREST |  |  |  | BANK CHARGES |  |  |
| **TOTAL** | 0.00 | 0.00 |  | **TOTAL** | 0.00 | 10,000.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 26.11.2021 | |  | **ACCOUNT** | AS AT 26.11.2021 | |
| BLANCE B/FWD | 20,277.81 |  |  | BDC ACCOUNT | 20,277.81 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | - |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **BALANCE** | **20,277.81** |  |  |  | **20,277.81** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Total Cash Assets:** | **30,661.45** |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |