# REEDHAM PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 5th September 2022 in the Village Hall.

**Present -** Councillors D Hale (Chair), D Rushbrook, P Bagshaw, M Barnes, L Bassett, L George, C Mutten, S Pittam, M Smith, 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.

**1-09) Apologies for Absence**

Cllrs R Holt (work), T Davey (holiday).

**2-09) Declarations of Interest on the Agenda**

None received.

**3-09) Minutes of Previous Meetings**

The minutes of the Parish Council meeting held on the 4th July 2022 were **approved**, with 1 abstention, and were signed by Cllr Hale as Chair of the meeting.

**4-09) Matters Arising**

None.

[Cllr M Barnes arrived]

**Public Participation**

County Councillor Lana Hempsall: the Norwich Western Link is now out for consultation.

Some residents are not receiving correct advice re Ukrainian refugees. The first port of call should be the District Council Help Hub. All Ukrainian refugees qualify for a range of benefits and help with adult learning, and transport costs, however they must get in contact with the Early Help Hub first.

District Councillor Grant Nurden: there is a Town and Parish Council Forum on the 15th September.

There has been a change in Cabinet personnel. Housing and Wellbeing have merged and Fran Whymark is now the portfolio holder.

The Community at Heart Awards are now open for nominations.

The paper colour for planning notices was changed from blue to white without notice, and have now been changed back again.

The purchase of the Horizon building is still on track, with an expected moving in date early next year.

The rollout of the food waste collections will start in early October. The bin deliveries start from today.

The local Police Community Action meeting on Teams is on the 7th September.

A query about whether Barn Owl Close has been adopted was made but no reply has been received yet.

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

Fenland Leisure have quoted for the minor repairs highlighted in their inspection report, and for repairing the swing.

There were no issues with the play equipment safety inspection for August and September.

The tennis court root barrier should be completed this month.

The RCA Stage School performances of Treasure Island were very well attended and received some great feedback.

We had a few more people at a recent film night of Operation Mincemeat. Our next film showing will be Elvis on the 14th October at 7.30pm.

The July and August Cash Bingo jackpots weren’t won. The jackpot for September stands at £320 in 57 numbers or less.

17th and 18th September we have an Escape the Room with a Pirate theme.

Public

A member of the public queried whether food waste could or would be collected from restaurants or holiday lets. Holiday lets do not pay Council Tax but do pay business rates. The food waste collection is only for houses that pay Council Tax.

**5-09) Parish Councillor Vacancy**

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

**6-09) Planning Applications**

There were no planning applications to consider but notifications received were:

1. TPO 2022 No. 3 – Hill House, 2 Middle Hill, NR13 3TW – confirmed without modification 19th July 2022
2. 20220956 – erection of front porch at Rose Cottage, 43 Witton Green, NR13 3HH - full approval.

**7-09) To Receive an update from the PCC**

None received.

**8-09) To Discuss Updates on the Following**

1. **Speed Sensor**

There was no data in June. It was located near Pettitts for July, 42 days in total, recording vehicles entering the village. The average speed recorded was 33.4mph, down slightly on the last couple of recordings, however the number of vehicles have gone up.

In August it was located on Station Drive, facing Freethorpe. There were an average of 545 cars per day, which is down on 2020, travelling at an average speed of 33.2mph, which is slightly faster than previously.

For September it is still on Station Drive, but facing towards the Ferry.

1. **Allotments**

No issues have been reported, although people have been fighting off the caterpillars! Peter has done a grand job of filling up the water containers during the heat waves.

1. **Public Toilets**

The issues raised at the July meeting were reported to Broadland and were eventually resolved. There were repeated flooding problems until the plumber glued down the lid to the cistern.

Thanks were given to Peter Smith for his assistance in making sure everything was sorted.

1. **Neighbourhood Plan**

The Steering Group met last week and discussed the draft plan. Several amendments were suggested, including a new policy, and there will be another meeting at the end of the month to finalise it before it is sent to Broadland for the next stage.

The Clerk has applied to Broadland for additional funding of £6,000 to cover extra consultancy and consultation costs. The Council was asked to underwrite any additional costs over and above this, and unanimously **approved** doing so. It is unlikely there will be additional costs but this guarantee is required as part of the application process.

1. **Community Resilience Plan**

Work has been on hold over the summer. Will progress over the next month.

1. **Digital Voice switchover**

Cllr Hale wrote to the Chief Executive of BT, who wrote the Broadland MP. A named contact was eventually provided and Cllr Hale has now received a back up battery in case of power cuts. He was offered to return to ordinary broadband but as Digital Voice will eventually be rolled out to everyone this was declined. The problem needs a solution at Government level as there are 4 million people in the same situation.

**9-09) Road Safety around the School**

The Clerk contacted CCllr Hempsall to inquire if any of her ward grant could be used for zigzags outside the school. The answer was no but there are other pots that could be used. The problems outside the school are more to do with parking.

The Clerk contacted the Highways Engineer about the road signs in Freethorpe. Those were organised by the Clerk to the Parish Council in conjunction with the Police. They ran a competition. The **Clerk** will contact the Clerk to Freethorpe to get details, and will also contact the school to ask if they would be interested in something like this.

The Clerk also contacted the Head of Reedham Primary School, Chris Edwards, to let him know what had been done and to ask what they would like.

**10-09) Highways Issues**

Cllr Rushbrook raised problems of cars going too fast to go round the corner on Station Road and going down the drive to Brit House. She requested Highways be asked to put a more visible sign on the corner to indicate where the road goes. The **Clerk** will request a site visit with the Highways Engineer.

**11-09) Policy Review**

The following Policies were reviewed and **approved**:

1. Balloon and Sky Lantern Release
2. Social Media
3. Pension

**12-09) Correspondence Received**

1. The NCC Parish Partnership funding for 2023/24 is open with a deadline of 9th December. The Clerk was asked to look into flashing advisory signs for near the school.
2. The Neighbourhood Plan Steering Group sent letters to all landowners of the Green Spaces they are looking to include in the plan. This included the Parish Council for the War Memorial triangle, and the Parish Council was copied in on the letter sent to the Community Association for the playing field and children’s play area. These were noted.
3. The Clerk and Chairman have received letters from the Pensions Regulator regarding statutory re-enrolment. The **Chairman** will action.

**13-09) Financial Matters**

1. A quote from Fenland Leisure for the repair of all defects highlighted in their play equipment inspection report was considered. The total cost would be £4,415.95. £3,944.11 of this can be claimed from S106 funds, plus there is an, as yet, unknown amount of interest accrued. The Council unanimously **approved** funding difference.
2. The Clerk and Cllr Davey applied for the £500 Ukrainian grant from Norfolk Community Foundation, and were successful. Funds have now been received.
3. The monthly Income and Expenditure report was noted (see below).
4. The online payments made in July and August were checked and confirmed by Cllr Bagshaw.
5. Payments presented for approval, circulated to Councillors in advance:

Staff costs July £ 567.26

Permissive Path rent £ 349.00

Staff costs August £ 567.26

Collective Community Planning – Neighbourhood Plan consultancy £ 1,740.00

Reedham Community Association – room hire June, July, August £ 127.00

Countrystyle Recycling – glass recycling £ 34.20

Claudia Dickson – expenses Jun – Aug 22 including 2 x litter bins £ 422.76

**Total =** **£ 3,807.48**

All the payments were **approved.**

1. The Clerk informed the Council that the current pay offer for Local Government employees is an across the board £1,925 uplift to each pay scale. This equates to £1 per hour. This could equate to a 9% salary cost increase if accepted by the unions. The Clerk advised that there will be some tough budget conversations to be had this year.

**14-09) Items for the Next Agenda**

Road safety around the school

Community Resilience Plan

Highways issues

Woodland Walk tree inspection.

Public

Cllr Hale reported that the village sign has now been reinstalled, at no cost to the parish. The benefactor was thanked for their help.

DCllr Nurden reported that MP Jerome Mayhew visited Halvergate, Reedham and Cantley in July to talk to residents. The Clerk confirmed she had received no communication of this. Jerome Mayhew’s office will be advised the Clerks can put posters up on notice boards for future visits.

Chris Bradbury reported that he has had to contact the police 3 times recently for separate incidents on the playing field: bags of rubbish being set alight on the 31st August; 2 cars visited the hall and offloaded rubbish into the waste bins on the 1st September, 1 car’s MOT had expired; on the 4th September a car was spinning on the playing field, its MOT had also expired.

**15-09) Time and Date of Next Meeting.**

The next scheduled meeting is Monday 3rd October 2022 at 7.30pm, at the Village Hall. The meeting closed at 20:52.

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

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| **INCOME AND EXPENDITURE REPORT BARCLAYS BANK** | | | | | | |
| **AS AT 19.8.22** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH Jul-Aug** | **YEAR TO DATE** |  |  | **MONTH Jul-Aug** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 10,834.00 |  | GROUND MAINTENANCE |  |  |
| GRANT |  |  |  | STATY/POST/PHONE ETC |  | 99.38 |
| TRAINING |  |  |  | VILLAGE WORK | 349.00 | 1,582.38 |
| BANK INTEREST |  |  |  | PROF/SUBS/TRAINING |  | 264.16 |
| NCC |  |  |  | STAFF SALARY/TAX/PENSION | 1,134.52 | 1,688.42 |
| GLASS |  | 64.65 |  | AUDIT & INSURANCE |  | 379.30 |
| MISCELLANEOUS | 57.00 | 57.00 |  | RECYCLING |  | 695.33 |
| ALLOTMENT A/C |  |  |  | SECTION 137 |  |  |
| PERMISSIVE PATH |  |  |  | ROOM HIRE/GRANTS/EXPS |  | 148.00 |
| GRASS CUTTING | 177.11 | 177.11 |  | MISCELLANEOUS |  |  |
| **TOTAL** | 234.11 | 11,132.76 |  | **TOTAL** | 1,483.52 | 4,856.97 |
| Neighbourhood Plan | 7,500.00 | 7,500.00 |  | Neighbourhood Plan |  |  |
| HMRC VAT |  |  |  | VAT | 242.64 | 508.83 |
| CIL Receipts |  |  |  | CIL Expenditure |  |  |
| S106 | 1,213.20 | 1,213.20 |  | S106 | 1,213.20 | 2,425.20 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AT 19.8.22 |  |  | **BANK ACCOUNT** | AT 19.8.22 |  |
| BALANCE CD/FWD | 16,914.18 |  |  | CURRENT ACCOUNT | 22,865.13 |  |
| INCOME | 234.11 |  |  |  |  |  |
| EXPENDITURE | (1,483.52) |  |  |  | 22,865.13 |  |
|  | **15,664.77** |  |  | Less unpresented chqs |  |  |
|  |  |  |  |  |  |  |
| TRANSFER | - |  |  |  |  |  |
| Neighbourhood Plan | 7,500.00 |  |  |  |  |  |
| Net VAT | (242.64) |  |  |  |  |  |
| S106 | - |  |  |  |  |  |
| CIL | - |  |  | Add: unpresented receipt | 57.00 |  |
| BALANCE | **22,922.13** |  |  | BALANCE | **22,922.13** |  |
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| **ALLOTMENT ACCOUNT** | | | | | | |
| **AS AT 19.8.22** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH Jul-Aug** | **YEAR TO DATE** |  |  | **MONTH Jul-Aug** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| RENT |  | 8.66 |  | MAINTENANCE |  |  |
| DEPOSIT |  | 30.00 |  | RENT/DEPOSIT |  | 265.00 |
| **TOTAL** | - | 38.66 |  | **TOTAL** | - | 265.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AT 19.8.22 | |  | **BANK ACCOUNT** | AT 19.8.22 | |
| BLANCE CD/FWD | 1,068.78 |  |  | CURRENT ACCOUNT | 1,068.78 |  |
| INCOME | - |  |  | less: unpresented cheques |  |  |
| EXPENDITURE | - |  |  |  |  |  |
| **BALANCE** | **1,068.78** |  |  |  | **1,068.78** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **BDC PARISH DEPOSIT ACCOUNT** | | | | | | |
| **AS AT 31.3.2022** | | | | | | |
|  |  |  |  |  |  |  |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFERS |  |  |  | TRANSFERS |  |  |
| INTEREST |  |  |  | BANK CHARGES |  |  |
| **TOTAL** | - | - |  | **TOTAL** | - | - |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 31.3.2022 | |  | **ACCOUNT** | AS AT 31.3.2022 | |
| BLANCE B/FWD | 15,319.28 |  |  | BDC ACCOUNT | 15,319.28 |  |
| INCOME | - |  |  |  |  |  |
| EXPENDITURE | - |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **BALANCE** | **15,319.28** |  |  |  | **15,319.28** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Total Cash Assets:** | **39,310.19** |  |  |  |  |  |
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