# REEDHAM PARISH COUNCIL

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

**Present -** Councillors D Hale (Chair), D Rushbrook, M Barnes, T Davey, L George, R Holt, S Pittam, M Smith, and the Parish Clerk C Dickson. DCllr G Nurden, CCllr L Hempsall, and 4 members of the public were in attendance. The Council meeting commenced at 7.30 pm.

**1-11) Apologies for Absence**

Cllrs P Bagshaw (unwell), L Bassett (unwell), C Mutten (unwell).

**2-11) Declarations of Interest on the Agenda**

None received.

**3-11) Minutes of Previous Meetings**

The minutes of the Parish Council meeting held on the 3rd October 2022 were **approved** with 2 abstentions, and were signed by Cllr Hale as Chair of the meeting.

**4-11) Matters Arising**

The Police will not close the road for the Remembrance Service. Cllr Rushbrook will lay the wreath on behalf of the Council.

**Cllr Hale** will contact Beckhithe Farms about the possibility of more land for allotments.

The Clerk has arranged to meet the NCC Highways Engineer, Paul Sellick, on Thursday 10th November on Riverside to talk about Middle Hill, Station Road corner, and Low Common, and the grips.

**Public Participation**

District Councillor Grant Nurden: all the Ukrainian correspondence was forwarded to the Clerk, and it was circulated. For any further issues contact the Communities Officer.

MP Jerome Mayhew does not advertise his local meetings because of what happened to David Amis. He will be in Brundall on Saturday 1-2 at The Ram. Invitations have been sent to every resident.

Broadland have a Tree Planting Land Owner grant for trees and hedges. £1,000 for up to 120m or 600 trees maximum.

Nutrient Neutrality: there will need to be a financial arrangement at a cost of about £100k between the Councils in Norfolk and Anglian Water for an offset scheme. DCllr Nurden will ask Helen Mellors.

There is currently a delay in the assessment of houses for hosting Ukrainian refugees in Broadland. Most refugees have gone to South Norfolk and therefore that is where the focus has been.

County Councillor Lana Hempsall: Broadland did have a 5 year housing land supply in the rural areas, around 6.7 years. But they have not been able to give enough planning consents because of Nutrient Neutrality and therefore have dipped below the 5 years.

Ofstead are inspecting Children’s Services.

Interesting items on the next Overview and Scrutiny agenda include flooding in Norfolk. Lord Dannet, Environment Agency, Anglian Water will be discussing surface water flooding, possibly leading to an addendum on sewage discharge. The meeting is on Wednesday 23rd November, in the morning, streamed on YouTube.

The Council discussed information received regarding assistance for Ukrainian refugees in and around Reedham. The Council regard any refugees living in Reedham as their residents and will help them access any services they need, the same as any other parishioner.

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

There were no issues with the play equipment safety inspection for November.

The village hall hire charges went up a small amount from the 1st November, also hall membership: single £10; family £15; affiliated £20. If you wish to join you can download a membership form from Reedham Village Hall website.

Fundraising:

The October Cash Bingo jackpot wasn’t won, the jackpot stands for October is at £340 in 59 numbers or less. This is the highest it has ever been.

The Psychic evening with Steven Treadaway was very popular with over 80 people attending. We have booked Steven again for March next year.

Our Halloween Quiz Night was very well attended with 9 tables.

Our cinema nights attendances are beginning to grow in numbers. On the 11th November we are showing Downton Abbey “The New Era” starting at 7:30pm.

Our Bonfire and Fireworks display last Saturday night was very busy and seemed to be enjoyed by everyone. A big thank you to Nick and Jason James for another fantastic fireworks display. It was a shame about the weather on the night.

We are holding a Christmas Craft Fayre on Sunday 20th November from 1 – 3.30pm. There will be a Santa’s Grotto and performance by the RCA Stage School of Christmas songs, and a grand raffle with many great prizes.

Public

A member of the public reported the gullies on Middle Hill are filled.

**5-11) Planning Applications**

None received.

**6-11) To Discuss Updates on the Following**

1. **Speed Sensor**

The sensor was located on Station Drive in September facing the Ferry. The average speed was 31.1mph, with a maximum of 75mph. 18,000 vehicles were recorded in 31 days.

In October it was on Station Road facing towards the station. The average speed was 28.3mph, a maximum speed of 65mph, and 13,000 vehicle movements were recorded, 412/day. Vehicle numbers are on the rise.

1. **Allotments**

An allotment holder called at the Clerk’s house to request a skip for onsite rubbish and for the reeds to be cut. He was informed there was not enough money in the allotment account for these to be done annually.

The Allotment Association chairman has been contacted to arrange an AGM for the above to be discussed.

1. **Neighbourhood Plan**

The draft plan has been submitted to Broadland and the Broads Authority for their comments. Once those have been incorporated it can be formally submitted in preparation for a Regulation 14 consultation.

**7-11) Road Safety around the School**

The Clerk has received some very useful information from the Clerk to Freethorpe about their individual speeding signs, but is waiting for a response from the school for their parking measures preferences.

**8-11) Highways Issues**

Site visit with Highways Engineer Paul Sellick on Thursday at 10am, Riverside to discuss all the issues.

The overgrown hedge on Middle Hill was reported and has been trimmed back, but nothing like is needed to make the road passable for larger vehicles, although this isn’t necessarily what is wanted.

The Clerk in Freethorpe reported speeding vehicles on the Reedham Road in their 30mph zone before the village hall, consistently more than 40mph. One vehicle was recorded at 90mph. The Police have been doing more speed checks. The Clerk will add it to her Outlook report.

**9-11) Meeting Dates for 2023**

Draft dates were circulated to Councillors before the meeting. There are elections on the 4th May with Councillors not taking office until 4 days after that. Therefore the first date available for a meeting is Tuesday 9th May. Thursday 11th May was agreed for the Annual Meeting of the Parish Council. The full year’s dates were agreed as:

January - Monday 9th

February - no meeting

March - Monday 6th

April - Monday 3rd

Annual Parish Meeting - Monday April 17th

Annual Parish Council Meeting – Thursday 11th May

June - Monday 5th

July - Monday 3rd

August - no meeting

September - Monday 4th

October - Monday 2nd

November - Monday 6th

December - Monday 4th

All dates are subject to the hall availability.

**10-11) Local Government Association Code of Conduct consultation**

The Council considered it too long and too complicated.

**11-11) Correspondence Received**

1. Neighbourhood Plan regulation 6 consultation – designation of Neighbourhood Area Belton with Browston, Burgh Castle, and Fritton with St Olaves. Noted.
2. Warm Spaces Grant from Broadland to help with providing warm spaces for residents between October 2022 and March 2023. Noted.
3. Norfolk County Council Norfolk Minerals and Waste Local Plan: pre-submission consultation. Reedham is not affected.
4. Emails regarding traffic issues on Middle Hill. A fence was damaged by a lorry trying to avoid the overhanging hedge. Several residents requested the road be closed to through traffic. The Council **approved** supporting the request for the road to be closed just before the bend, travelling downhill.
5. Anglian Water planning consultation NR177 – communications installation at Reedham sewage treatment works. The Council **supports** this application.
6. Broads Authority pre-application advice. Noted.
7. Broads Authority consultations. Noted:

* Local Plan Issues and Options and call for sites
* Design Guide

1. Rural mobility survey. Cllr Smith has already completed.

**12-11) Financial Matters**

1. The Clerk has chased Anglian Car Charging for progress on the installation. The lady dealing with it has been off with Covid and no-one called me back.
2. The Council unanimously **approved** supporting the ongoing costs for the new defibrillator at the Ferry.
3. Cost of £150 for the Woodland Walk and top path surveys was **approved**.
4. The monthly Income and Expenditure report was noted (see below).
5. Checking the online payments made in October was deferred to the December meeting.
6. Payments presented for approval, circulated to Councillors in advance:

A donation of £80 was **approved** for the poppy wreaths.

Staff costs October £ 567.26

British Heart Foundation – defibrillator £ 600.00

Reedham Community Association – room hire £ 92.00

Suffolk Tennis Courts - root protection barrier £ 3,513.60

Countrystyle Recycling – glass recycling £ 84.00

Information Commissioners Office – data protection fee £ 40.00

Royal British Legion Poppy Appeal £ 80.00

JS Groundscare Services – churchyard maintenance £ 3,540.00

Collective Community Planning – Neighbourhood Plan consultancy £ 600.00

Claudia Dickson – expenses Oct 22 £ 623.10

Moulton Nurseries Plan Centre – plants for Riverside planters £ 35.96

The Broads Society – annual subscription £ 16.00

**Total =** **£ 9,791.92**

All the payments were **approved.**

1. The Clerk will arrange a date for councillors to look at the budget and circulate.

**13-11) Items for the Next Agenda**

Budget

Public

The Clerk will forward details of the Warm Spaces Grant to the RCA.

**14-11) Time and Date of Next Meeting.**

The next scheduled meeting is Monday 5th December 2022 at 7.30pm, at the Village Hall.

**15-11) Confidential Session: to discuss the Clerk’s salary**

The pay award for 2022/23 has been approved by the Local Government Association and the Unions and will be backdated to 1st April 2022.

The Clerk suggested a 1 hour per week reduction in her hours starting 1st April 2023. It is expected the Neighbourhood Plan will be finished by then and the additional hours granted will not be needed. This will be reviewed after 6 months. This was **agreed** by the Council.

A 2 salary scale point uplift was **approved** by the Council, to commence 1st April 2023.

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT BARCLAYS BANK** | | | | | | |
| **AS AT 21.10.22** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT | 10,834.00 | 21,668.00 |  | GROUND MAINTENANCE |  |  |
| GRANT |  | 500.00 |  | STATY/POST/PHONE ETC | 16.12 | 155.58 |
| TRAINING |  |  |  | VILLAGE WORK | 5.40 | 1,957.96 |
| BANK INTEREST |  |  |  | PROF/SUBS/TRAINING | 55.00 | 319.16 |
| NCC |  |  |  | STAFF SALARY/TAX/PENSION | 567.26 | 3,957.46 |
| GLASS |  | 64.65 |  | AUDIT & INSURANCE | 200.00 | 579.30 |
| MISCELLANEOUS |  | 57.00 |  | RECYCLING |  | 723.83 |
| ALLOTMENT A/C |  |  |  | SECTION 137 |  |  |
| PERMISSIVE PATH |  |  |  | ROOM HIRE/GRANTS |  | 221.00 |
| GRASS CUTTING |  | 177.11 |  | MISCELLANEOUS |  |  |
| **TOTAL** | 10,834.00 | 22,466.76 |  | **TOTAL** | 843.78 | 7,914.29 |
| Neighbourhood Plan |  | 7,500.00 |  | Neighbourhood Plan | 300.00 | 1,750.00 |
| HMRC VAT |  |  |  | VAT | 687.31 | 1,558.34 |
| NCC EV points grant |  | 6,088.00 |  | Permissive Path fundraising | 600.00 | 600.00 |
| S106 | 4,415.95 | 5,629.15 |  | S106 | 2,928.00 | 5,353.20 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AT 21.10.22 | |  | **BANK ACCOUNT** | AT 21.10.22 |  |
| BALANCE CD/FWD | 26,618.91 |  |  | CURRENT ACCOUNT | 36,509.77 |  |
| INCOME | 10,834.00 |  |  |  |  |  |
| EXPENDITURE | (843.78) |  |  |  | 36,509.77 |  |
|  | **36,609.13** |  |  | Less unpresented chqs |  |  |
|  |  |  |  |  |  |  |
| TRANSFER | - |  |  |  |  |  |
| Neighbourhood Plan | (300.00) |  |  |  |  |  |
| Net VAT | (687.31) |  |  |  |  |  |
| S106 | 1,487.95 |  |  |  |  |  |
| NCC EV points grant | (600.00) |  |  | Add: unpresented receipt |  |  |
| BALANCE | **36,509.77** |  |  | BALANCE | **36,509.77** |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ALLOTMENT ACCOUNT** | | | | | | |
| **AS AT 21.10.22** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| RENT | 200.00 | 208.66 |  | MAINTENANCE |  |  |
| DEPOSIT |  | 30.00 |  | RENT/DEPOSIT |  | 265.00 |
| **TOTAL** | 200.00 | 238.66 |  | **TOTAL** | - | 265.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AT 21.10.22 | |  | **BANK ACCOUNT** | AT 21.10.22 | |
| BLANCE CD/FWD | 1,068.78 |  |  | CURRENT ACCOUNT | 1,250.03 |  |
| INCOME | 200.00 |  |  | less: unpresented cheques |  |  |
| EXPENDITURE | - |  |  | add: unpresented deposits | 18.75 |  |
| **BALANCE** | **1,268.78** |  |  |  | **1,268.78** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **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:** | **53,097.83** |  |  | **Earmarked funds:** | **32,442.93** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |