

SEDFORD PARISH COUNCIL **MINUTES 14TH OCTOBER 2020**

1. Welcome by the chair.

2. The Public Session:

3. Present: Cllr Crosley, Cllr Crump, Cllr Palmer, Cllr Miller, Cllr Clark, Borough Councillor Dark and Borough Cllr Parish. Mrs Sophie Rix joined the meeting at 7.30.

Apologies: Cllr Wilce and County Councillor Michael Chenery,

Absent:

4. To receive declaration of interests on agenda items - NONE

5. Confirmation of the minutes – Parish Council Meeting 2ND September 2020 Cllr Crosley proposed the minutes, Cllr Palmer seconded, all in favour and carried

6. Matters arising:

6.1 War memorial Grass. The clerk has established there is no change to the person cutting the grass.

6.2 Trees Wethered Manor. A recent storm brought the branch down and it has now been cleared.

6.3 Vehicles parked on Borough Council land Jarvie Close. The clerk had emailed the Borough Councillors as he was not getting replies to his emails. Cllr Parish said he had passed the matter on so hopefully we will get a response.

6.4 see 6.1

6.5 Sam sign. The clerk has found out that data can be downloaded from the Sam. He has loaded the software and has received a booklet which he will get printed. He will discuss getting the equipment together at some point with the speed watch co-ordinator. Cllr Parish said that Heacham have been doing this for some time and he was sure they would offer help if it is needed. Cllr Palmer agreed to sort this with the clerk.

7. Standing Agenda Items:

7.1 Police matters. The clerk has received emails detailing scams and recent convictions to cross border dealers. The chair said she had attended an online session, topics included speeding, traffic, anti-social behaviour and police visibility. The Chief Constable said that the police are listening to parishes and their **views on** local issues. More sessions are planned on zoom.

7.2 Village hall rep report. Cllr Clark reported that the hall committee have completed the kitchen project which has doubled it in size. The recent toilet reconfiguration is also now complete and is a fantastic improvement. The committee room has been restored. The committee are seeking support in covering the cost of a new path into the play area following a recent health and safety inspection. The chair confirmed that she had received a request for support from the chair of the committee. The request was for £1,200 from the CIL grant fund under the heading of the upkeep of recreational facilities. After a short discussion it was proposed by Cllr Palmer and seconded by Cllr Crosley that £1200 be paid to the Village Hall committee for this work, this was carried.

7.3 Meetings attended verbal/written. The chair said she had attended a virtual meeting on the Coastline and Areas of Outstanding Natural Beauty. The meeting considered how policies relating to the shoreline would impact on these areas. Reps from Anglia Water and other organisations had attended this meeting. Cllr Crosley said she had attended a webinar on planning. It was not an interactive session and she will not repeat this kind of session.

7.4 Clerks training verbal/written. None

7.5 Councillor training verbal/written. Cllrs Clark and Miller had two sessions this week on being an effective councillor. They said they were good sessions, although long, and got a lot out of it and would recommend to other new

councillors. Cllr Clark said it brought things back to him and was a good refresher. He commented on CIL being a grant for infrastructure for amenities in the community. He was also reminded that the Parish Council can give grants to residents up to a value of £8.33 per person on the electoral register. He said that maybe the council needed a policy on this. The clerk thought this was covered by the financial procedures of the council but will confirm.

8. Planning matters:

8.1 Decisions. 1 Goodmins approved by the Borough Council.

To consider plans since publication: None

9. County Councillor update: Cllr Chenery had forwarded emails with brief reports with links on various aspects of NCC services and activities including NCC scrutiny of adult social care of winter planning for COVID, an update on Greater Anglia Rail Services, the People Plan for the QE2 hospital for 20/21 and reporting that Norfolk had been named as the Digital Council of the year.

10. Borough Councillors update: Cllr Dark thanked Cllr Parish for picking up the issue with Jarvie Close and agreed to check on this matter. He reported that a full Council Meeting will be held on Thursday 15th which the public can observe. Agenda will include the new Climate Change policy which will include action plans for officers to move the Borough to be carbon neutral in the future. There will be a revised budget following the impact of COVID 19. The Council has received some grants but will struggle against its original budget with a need to draw down reserves. He said the latest Government guidance on COVID was clear and easily understood. Cllr Parish said that the Climate Policy had been coming for a long time. The Council had been successful in getting grants to support the community. He was pleased that the hospital was getting a new Nurses training unit. He commented that COVID had put huge pressure on officers and that they will not be responding to emails etc in the way they did before. He informed the meeting that there was a significant Borough CIL fund that could be accessed by the Parish Council in the near future. Amanda Driver is the officer who will be putting this out to Parishes so worth looking out for.

Cllr Clark asked if the planning authority had reached a decision about Field Barn Docking Road. Cllr Parish confirmed this had been approved at appeal and found the email and passed it to the chair. The Borough Council had been informed on the 14th September 2020. The clerk will forward the email to all councillors.

11. To approve accounts and payments this month: Cllr Crosley asked for clarification of the CGM COVID spraying invoice. The clerk informed her it was for weekly spraying of the play area equipment but this would stop at the end of October when the weather deteriorates.

11.1 Approval and payment of invoices: Cllr Clark proposed with Cllr Crosley seconding, all in favour and carried.

Name	Business	Net	VAT	Gross	Recoverable VAT
K and M Lighting (DD)	Street Lighting Maintenance 1st to 30 th September and October 2020	13.29 13.29	2.66 2.66	15.95 15.95	All All
CGM Group (DD)	Grounds Maintenance September and October 2020	265.15 265.15	53.03 53.03	318.18 318.18	All All
E-On (DD)	Electricity – Street Lighting – 1st to 30 th September/October 2020	28.69 27.77	1.43 1.39	30.12 29.16	All All
NALC Course Fee	Course Fee	25.00	5.00	30.00	All
CGM	COVID sanitising Play area	125.00	25.00	150.00	All
Clerks salary JC	Monthly Salary	252.56	0.00	252.56	N/A
HMRC	Clerks Tax	63.00	0.00	63.00	N/A
NALC	Course Fee	80.00	16.00	96.00	All
Sedgeford Village Hall	Grant from the Parish CIL fund	1,200	0.00	1,200	N/A

11.2 Financial Statements for September and October 2020 – The Clerk issued the bank reconciliation with the agenda and minutes. There were no questions on the statement.

11.3 Discussion on purchase of new computer for the Parish Council. It was agreed that the clerk should carry out some research on a suitable replacement laptop.

12. Correspondence, to consider any correspondence/communication received:

12.1 Councillor resignation letter, Cllr Curry had given his resignation. Councillors thanked him for his many years of service to the village.

12.2 BHIB website compliance with those with special needs. Clerk to discuss with NALC

12.3 Green Homes Grant: information about this grant has been publicised in national and local press. Councillors agreed no additional action was needed.

12.4 NALC scam alerts. Trading Standards Scam team have produced a booklet, available on-line. Printed copies may also be available for distribution. Councillors suggested this could be publicised in the village newsletter.

12.5 Norfolk ALC change to constitution. Councillors thought the changes sounded positive and expressed interest in becoming a member organisation: the chair to obtain further details. Cllr Clark proposed and Cllr Palmer seconded that we sign up to the organisation.

12.b To consider any Correspondence received after publication:

12.1 New address 1 Whin Close farm notified by the Borough Council.

12.2 Grass Contract The clerk presented the new contract prices for the coming three years. It was proposed by Cllr Clark we go for a further 3-year contract, seconded Cllr Palmer and carried. The clerk in the final year will be asked to get quotations from three providers (Autumn 2023)

12.3 Resident re flooding in Church Lane, clerk has reported on NCC website and will monitor any progress.

12.4 Mr Wooley had sent an email to ask if the Council would support a wreath laying at the RAF Memorial. Cllr Clark said he would be happy to lay the wreaths at the War Memorial at Cole Green at 11 and then the RAF Memorial at 12. The clerk will order two wreaths and confirm times with Mr Wooley. COVID regulations need to apply and be managed.

12.5 Street light Rose Court. NCC own the street light in Rose Court and they were consulting with the Parish on what to do with it going forward. Councillors agreed the best course of action would be to consult the residents and then convert to an LED similar to those owned by the Parish Council so it could then be taken into their current lighting stock.

12.6 Email from the Village Hall management Committee requesting Financial support for a new play area path. This matter was covered in item 7.2.

13. Any other business (for information only) and any items to carry forward to next month for the decision of the council:

Cllr Clark proposed that Sophie Rix be invited to become a Parish Councillor and fill the current vacancy. This was seconded by the chair and carried. The clerk will get the appropriate paperwork for her to complete.

14. Any further public contributions to the meeting – N/A

15. Proposed Date of Next Meeting – 18th November 2020

16. Close at 20.23