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SEDGEFORD PARISH COUNCIL
MINUTES 19th JANUARY 2022

1. Welcome by the Chair.
2. The Public Session: None present
3. Present: Cllr Crump, Cllr Crosley, Cllr Palmer, Cllr Wilce, Cllr Ward, Cllr Clark, Cllr Miller, Borough Cllr Dark who arrived at 19.35, Borough Cllr Parish, who arrived at 19.20 and left at 20.00 and County Councillor Chenery who arrived at 19.30.
 Apologies: None
 Absent: None
4. To receive declarations of interest on agenda items – Cllr Clark declared interests in items 6.19 and 6.20
5. Confirmation of the minutes – Parish Council 15th December 2021. Cllr Crosley proposed confirming the minutes, Cllr Ward seconded, all in favour and carried.
6. Matters arising: The Clerk suggested, on the advice of NALC, that due to covid precautions any matters that could be delayed until February are deferred:
 - 6.1 Quarterly Risk Assessment Reports:
 Cemetery, Washpit and Council Property – Cllr Ward -All assessments are up to date and recorded in the Parish Log. One headstone in the cemetery has been attended to and in discussion with the Clerk the others do not pose an immediate concern so will be monitored. The village signs have been attended to by the Clerk, thanks to him for his painting. The dog bin on the playing field is a concern as the Borough Council are not emptying unless the hall is being used and they can drive over the field. This leaves it to the village hall maintenance team to move the waste to another bin. This will be resolved when NCC give their approval for the changes to the bins in the village. I am concerned about the mole activity in the cemetery. On discussion with Cllr Clark he has a similar issue at Fring and will be contacting the mole man. I think we should get the cemetery looked at to avoid too much damage to the graves. The bench at the war memorial site will need attention when it dries out in the spring to ensure it is preserved. The village gates will need another clean once the winter weather is out of the way.
 Finance – Cllr Miller – All assessments are up to date. All financial paperwork is in order, authorised and filed correctly. I note that the move to internet banking is imminent.
 - 6.2 Precept- The Clerk has submitted the required documentation.
 - 6.3 Sedgeford – Heacham bridleway update – Mr Harrold has not responded to the letter the Clerk sent in December. Cllr Palmer will try contacting Sarah Leece at NCC on the suggestion of Borough Cllr Parish.
 - 6.4 Footpath Warden & Circular walk update – Meeting between Cllr Palmer and the Footpath Warden was delayed and is now scheduled for 20.01.22.
 - 6.5 Website – Cllr Ward will contact the training provider.
 - 6.6 Assets of Community Value – Deferred until February
 - 6.7 Parking on Borough Council land at Jarvie Close update – Council discussed a new option offered by the Borough Council - Rather than installing a knee-high fence all the way around the plot, a cheaper option would be 116 x 100mm round treated timber posts spaced 1.2m apart. Cllr Clark proposed adopting the round post option, seconded by Cllr Crosley, motion carried unanimously.
 - 6.8 Churchyard liabilities and handrail. The Clerk was pleased to advise that a wooden handrail has been installed by NCC at the steps to the sunken footpath. This addition will benefit all those who use the steps/footpath.
 - 6.9 Fring - Borough Cllr Parish and Cllr Ward provided Council with an update on their meeting with nine villagers from Fring. The general consensus amongst those villagers was that Fring required some representation, especially in connection with planning and issues such as flooding. Cllr Parish offered a public meeting in February to help villagers decide whether they wanted to form a parish council of their own, or whether they wished to join Sedgeford.
 - 6.10 Former school proposals – This item was discussed at length, in a number of places on the agenda. Parish Councillors were agreed that some sort of social/affordable housing on the site would be more beneficial to the village than the site being potentially developed for more second/holiday homes. Borough Cllr Dark was very supportive of this approach and has held discussions with County Councillors Jamieson and Chenery. He will also contact County Councillor Hughes, the Director of Property. The Parish Council has also written to James Wild MP, who advised the PC to open/maintain channels of communication with County Councillors Hughes and Chenery as NCC is ultimately responsible for the disposal of the site. In the end NCC will make a decision based on finance, as it is their duty to find the best outcome for the public purse. Cllr Crump added that NCC should take into account potential ongoing/annual income when coming to their decision, not just a lump sum. The PC will continue to liaise with NCC and Borough Cllr Dark.
 - 6.11 Community Infrastructure Levy (CIL) funding- The Clerk provided details of the two bids proposed for the January round of funding.
- A. Currently, the village hall's electrical supply is via the national grid. The plan is to fit solar panels to the roof of the hall, to reduce the dependence on the national grid for electricity, reduce ongoing costs, and at the same time reduce the hall's

carbon footprint. This project will provide an environmental boost to the village by demonstrating the desire of the Parish Council and Village Hall Committee to contribute towards an improved environment by reducing the use of fossil fuels. Part of the proposed agreement with the contractor is a demonstration evening for villagers. Utilising solar technology will greatly reduce the ongoing cost of electricity for the hall, allowing the Village Hall Committee to consider other community projects with its improved budget.

The plan is to build in some resilience, so that the hall could become a “command” hub in case of a local disaster involving the loss of electrical power locally. Two batteries would be installed to store energy from the solar panels, and this would be sufficient to provide power for lights and sockets for a significant period at the command hub, with heating via the existing oil boiler. This would enable potential rescue communications to be housed at the hall, together with possible emergency accommodation for villagers. The proposed bid is £13600.00, with the overall cost being £15000 (three competitive quotes have been sought and received). The Village Hall Committee have agreed to project match funding with £700.

B. The Village Hall was built in 2000 and the existing, permanent stage was erected soon thereafter. The stage is primarily used for plays, performed by professional companies. Of late, these companies have found that the stage no longer lends itself to their requirements, being too small (length/width), or not located in the right place within the hall. The plan is to purchase a modular/removable stage to replace the existing stage and to redecorate the hall following removal of the old stage. These bi-monthly plays regularly attract audiences of 80-100, many of whom live in the village. Being able to accommodate the needs of the performing companies will enable a wide variety of productions to continue to be booked for the hall, producing welcome income for the Village Hall Committee. When the new stage is not being used it will be dismantled and stored on two trolleys, freeing up a large amount of room, currently taken up by the existing stage. This will benefit many users of the hall, e.g. table tennis, keep fit and Arts’ Society. The increased space will also make the hall more attractive to potential hirers, as will the enhanced décor. The proposed bid is £6000.00, with the overall cost being £7000 (three competitive quotes have been sought and received). The Village Hall Committee have agreed to project match funding with £500.

Councillors discussed the suggested bids in detail and agreed to match the funding from the Village Hall Committee – Project A £700 and Project B £500 – Total £1200. This motion was proposed by Cllr Miller, seconded by Cllr Crosley and agreed by all. The Clerk will proceed to submit the bids.

6.12 Internet Banking – The Clerk advised that the two “authorising” Councillors should receive the necessary equipment prior to the next meeting, enabling payments to be made online.

6.13 Cornerstone Yard - repeated public right of way access issues - The NCC Countryside Access Officer has advised that the route has recently been reinspected and additional waymarking placed on the gate. He also intends to place a fingerpost at the roadside at the vehicular entrance to the yard and will consult with residents as to the most appropriate location.

6.14 Dog bins - The Clerk informed the meeting that he had now gained agreement from the landowner, Borough Council and Norfolk CC regarding the location of the two dog bins, discussed at the October and November PC meetings. The Clerk will arrange for the bin on the playing field to be relocated to the junction of Jarvie Close and Mill View, and a new bin purchased and installed on the footpath near the station. This plan was previously agreed in principle by Council, being proposed by Cllr Ward, seconded by Cllr Crosley, and agreed by all present at the October meeting. As previously authorised, the Clerk has ordered the new bin from Glasdons at a net cost of £108.45. Installation/relocation will take place shortly.

6.15 Footpath beside Jacobs Folly – Following a comment from a resident, the Clerk raised the issue with the NCC Countryside Access Officer who confirmed that he was aware of the issue and plans to undertake some vegetation clearance, which hopefully in turn will allow the surface of the path to dry out more readily and be less slippery. The Clerk will ask the Footpath Warden to monitor progress.

6.16 SAM sign data – Deferred until February

6.17 Water pressure – Thanks to research carried out by Cllrs Ward and Crosley, the Clerk has sent an email to James Wild MP asking him to approach Anglian water on our behalf to try and resolve the village’s ongoing water pressure issues.

6.18 Rat Infestation – The Clerk has submitted a further complaint on behalf of residents regarding a rat infestation, previously reported to the Borough Council in September. This is being caused by a resident feeding birds on a daily basis. Up to twenty rats have been seen feeding on the food provided. This is a serious health hazard and means that neighbours cannot use their gardens for fear of infection. The Clerk is monitoring the response from the Borough Council.

10. Borough Councillors update brought forward to allow Cllr Parish to leave the meeting.

Borough Cllr Parish – Fring see item 6.9 above. Councillor Community Grant Scheme - Cllr Parish advised the meeting about a new scheme offering community groups funding up to £500. Councillors and Clerk will consider possible bids. Cllr Parish also discussed possible funding opportunities with respect to the forthcoming application for a solar farm in the village. The developers are looking to potentially provide ongoing/annual contributions towards eco projects/issues. Cllr Parish asked for ideas.

Borough Cllr Dark – Cllr Dark advised the Council that he had discussed the ongoing variation to conditions regarding the Field View development on Docking Road. The Planning Department are aware of the PC’s concerns and views. No decision has been made as yet. The former school building – please see 6.10 above. Cllr Dark also discussed the Councillor Community Grant Scheme which he has introduced this year and asked for bids to be submitted. He advised the meeting that the notices regarding the revised speed limits on the A149 will shortly be issued, including a 50mph limit on the section north of the

Snettisham roundabout and up to the BP garage at Heacham.

9. County Councillor update:

County Cllr Chenery – The former school building – please see 6.10 above. Cllr Chenery advised Council of the meetings he had attended, although most NCC Councillors and employees are still working remotely, impacting on Cllr Chenery's ability to chase issues face to face.

Cllr Crosley gave her apologies and temporarily left the meeting at 20.10

7. Standing Agenda Items:

7.1 Police report - Emails circulated as and when received by the Clerk

7.2 Village Hall Rep Report – The Village Hall Committee AGM is on 22nd February at 7pm. The Committee are urgently looking for new members. Interested parties should approach John Ward. The annual accounts are currently in draft form and show a surplus of £7K. CIL bid discussions were held at the last meeting which were agreed as detailed in item 6.11. Plans are well under way for the Queen's Platinum Jubilee celebrations.

7.3 Meetings Attended written/verbal – Cllr Ward attended an online meeting regarding the Queen's Platinum Jubilee. Many of the plans are confidential until February but are exciting. The village beacon at the village hall has been registered to take part in the national lighting ceremony. The Clerk attended an online meeting of Safer Neighbourhood Action Panel – SNAP. It was good to hear what is happening in the rest of West Norfolk and the Clerk reiterated the issues Sedgeford has with speeding. The Police will try to increase the presence of speed gun officers and the Clerk has asked for details.

7.4 Clerks training written/verbal - None

7.5 Councillors training written/verbal - None

8. Planning matters:

8.1 Applications – 21/02198/F - Construct rear dormer to existing bathroom – Keepersshield, Cole Green. The Council discussed this application in detail and decided to support it, with the condition that the applicants use materials in keeping with the rest of the property and the window is translucent as it is a bathroom and overlooks the garden of the adjacent property. This motion was proposed by Cllr Clark, seconded by Cllr Ward and agreed by all Councillors present.

8.2 Planning outcomes –

21/01973/F - Church Barn, 5 West Hall Farm Barns Church Lane - Construction of two buttresses built from concrete blocks and then rendered. Each buttress will be circa 1300mm x 750mm x 3600mm. They are required to support a retaining wall to the north of the property - Application Permitted - 10 December 2021-Delegated Decision

To consider plans since publication: None

11. To approve accounts and payments this month:

11.1 Approval and payment of invoices: The Clerk advised that he is querying the direct debit amount for npower electricity, as although the price per kWh had increased significantly, the total invoice was still more than expected. He will report back at the next meeting. Cllr Clark proposed that the payment of the invoices be approved, seconded by Cllr Miller and agreed by all Councillors present.

Name	Business	Net	VAT	Gross	Recoverable VAT
K and M Lighting (STO)	Street Lighting Maintenance January	13.29	2.66	15.95	All
CGM Group (STO)	Grounds Maintenance January	253.56	50.71	304.27	All
npower formerly E-On (DDR)	Electricity – Street Lighting January	49.93	2.50	52.43	All
Parish Clerk	Payment January (See Log)	0.00	0.00	0.00	None
HMRC	January (See Log)	0.00	0.00	0.00	None
Parish Clerk	Expenses	105.81	0.00	105.81	None
Parish Clerk	Microsoft annual renewal	59.99	0.00	59.99	None
Village Hall	Rental re meetings Sept 2020 – Dec 2021	80.00	0.00	80.00	None
Glasdon	Dog Bin	108.45	21.69	130.14	All

11.2 Financial Statements for December 2021 – issued during month – noted.

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

12.1 Response from James Wild MP re the former school – see item 6.10 above.

13. To consider any Correspondence received after publication:

13.1 A resident has suggested that the former school be utilised for social housing - see item 6.10 above.

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

It is with regret that the Council note the passing of Pat Fleming. Pat was a Parish Councillor for over twenty-one years, eight as Chair. Pat's impact on the village was huge and she will be sorely missed by all those lucky enough to have known her. The Chair and a number of fellow Councillors will attend Pat's funeral.

Cllr Clark volunteered to attend to the maintenance of the war memorial bench. He also queried the correct cleaning materials for the village gates. The Clerk will contact Highways/Glasdons.

Cllr Clark temporarily left the meeting 20.30 as he has a prejudicial interest in item 6.20.

6.20 Paddock rental agreement – The Council approved the Clerk's suggested budget in December, included in which was a slightly increased annual rental of £370 for the paddock. The Clerk sought approval for this amount. Cllr Palmer proposed that the annual rental be set at £370, seconded by Cllr Miller, motion passed by all those Councillors present. The Clerk will write to Mrs. McGinty and Mr. Clark to obtain their confirmation that they both wish to continue renting the paddock. The necessary agreement forms will be prepared.

Cllr Crosley and Clark returned to the meeting 20.35. Cllr Clark, as a neighbour of Mr Hipkin declared a personal interest on item 6.19 and said he would not vote.

6.19 Covenant proposal – The Council discussed the proposal from Mr. Hipkin, documented in the minutes of 15th December 2021, in detail. There are a number of issues to be considered and some information requires further investigation. Cllr Ward proposed that any decision was deferred until the next meeting, allowing Councillors time for consideration. This motion was seconded by Cllr Crosley and agreed by the remaining voting Councillors.

15. Any further public contributions to the meeting - None

16. Proposed Date of Next Meeting – 16th February 2022 - Cllrs Miller and Crosley gave their apologies in advance.

17. Close – 21.05