

Clerk Mr R Quick 07598702826
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SEDGEFORD PARISH COUNCIL
MINUTES 19th APRIL 2023

1. Welcome by the Chair.
2. The Public Session: None present.
3. Present: Cllr Clark, Cllr Ward, Cllr Palmer Cllr Wilce, Cllr Miller and Borough Cllr Parish.
 Apologies: Cllr Crump, Cllr Coleman and County Councillor Chenery
 Absent: Borough Cllr Dark
4. To receive declarations of interest on agenda items – None
5. Confirmation of the minutes – Parish Council Meeting 15th March 2023. Cllr Miller proposed confirming the minutes, Cllr Ward seconded, all in favour and carried.
6. Matters arising:
 - 6.1 Footpath Warden & Circular walk update – Cllr Palmer confirmed that the waymarkers had been received and he will chase David Mills NCC re the posts which are awaited. The supplier of the waymarkers has indicated she could print the brochures. Costs would be approximately £1000. Cllr Palmer will obtain comparison quotes. Cllr Ward proposed that Cllr Palmer be authorised to proceed with the printing at this cost. This was seconded by Cllr Miller and agreed by all. Cllr Clark is obtaining quotes for the map located opposite the King William. The map will be printed on Perspex or aluminium. The cost is expected to be circa £500. The Clerk will look to fund this via the grant discussed at item 6.18 below.
 - 6.2 Assets of Community Value – Carried Forward
 - 6.3 Churchyard liabilities– Carried Forward
 - 6.4 River Heacham – Prior to the meeting the Clerk circulated a draft letter to ask MP James Wild to communicate with Anglian Water on our behalf. Councillors agreed the wording and authorised the Clerk to send the email.
 - 6.5 Former School – Repton have advised that their proposed scheme remains in the planning process with feedback yet to be received from the planning officer, who is carrying out a site visit next week.
 - 6.6 Community Infrastructure Levy Bids for July 2023 – The possibility of a bus shelter by the buss timetable on Heacham Road was raised. The Clerk will make enquiries via Highways.
 - 6.7 Trod and deer signs – Carried Forward
 - 6.8 Changing email address– Carried Forward
 - 6.9 SAM2s –Cllr Palmer has kindly agreed to carry on with the monthly movement and charging of the SAMs despite standing down as a Councillor. Councillors were very grateful. However, Cllr Palmer did ask for some assistance as the process should involve two people from a health and safety perspective. Cllr Miller kindly volunteered to assist.
 - 6.10 Defibrillator – The Defib and heated box has been received and the Clerk is in discussion with RedCat regarding its installation.
 - 6.11 Litter pick event 2024 – A generous benefactor has offered to fund drinks and food if an annual litter pick is arranged for 2024. Councillors were very grateful for this wonderful gesture and agreed that the event should take place before hedges start to grow. Councillors discussed a possible date and agreed on Saturday 3rd February 2024. Cllr Ward will book the Village Hall for refreshments. The Clerk will diarise to contact the Borough Council for clean-up kits (fluorescent jackets, litter pickers and bags)
 - 6.12 CGM Grass Contract – The Clerk advised that CGM have increased their prices by 10% with effect from this month. The three-year contract expires 31.12.23.
 - 6.13 River monitoring training – Councillors discussed this training, and although it was thought to be interesting and useful, was not taken up at this time.
 - 6.14 Motor Bikes and Quad Bikes – It has been reported that youths have been riding motor bikes and quad bikes over the two pieces of land, beside and below, Jarvie Close, as well as on footpaths and bridleways. These two pieces of land are owned by the Borough Council, who are looking at issuing the offenders with a Community Protection Warning. Vehicles such as these should only be used on private land/property when permitted by the land/property owner. The Countryside and Rights of Way Act 2000 states that it is an offence to drive a 'mechanically powered vehicle' on a footpath, bridleway or restricted bridleway and any other public areas. Police have been advised.
 - 6.15 Dog excrement – This issue continues to be monitored. The Borough Council are also looking into potential signage on their land in Jarvie Close.
 - 6.16 Moles. The Clerk has appointed the pest control company who are taking the required action.
 - 6.17 Quarterly Risk Assessments – Carried forward as the Internal Auditor had the Clerks books.
 - 6.18 UKSPF West Norfolk Grant Scheme – The Clerk advised that the grants cover the development of visitor trails and could be applicable for our circular walks project. The closing date is 21st May and the Clerk will need to have all quotes prior to this date.
7. Standing Agenda Items:
 - 7.1 Police report – Circulated by the Clerk as and when received.
 - 7.2 Village Hall Rep Report – Sefl charging fire exit signs, a gift from a very kind resident, have been installed, as have signs

reminding users that the hall is a non-dog area, apart from assistance dogs. Posters publicising the Coronation event and the Farmer's Markets have been placed around the village.

7.3 Meetings Attended written/verbal – None.

7.4 Clerks training written/verbal - None.

7.5 Councillors training written/verbal - None.

8. Planning matters:

8.1 Applications – None

8.2 Planning outcomes -22/01329/F - School House, Ringstead Road - Erection of Detached Cottage, following Demolition of Existing Garage - Application Permitted, 5 April 2023, Committee Decision

To consider plans since publication: 23/00040/TREECA - Church of St Mary Church Lane - T1, yew, reduce crown to boundary, reduce remaining crown radius to 3m, reduce to 6m height, sever ivy T2, yew reduce crown to boundary, reduce remaining crown radius to 3m, reduce to 6m height, sever ivy T3, yew reduce crown to boundary, reduce remaining crown radius to 3m, reduce to 6m height, sever ivy T4, lime, reduce to half current height and remove epicormic growth T5, lime, crown raise to 6m - No Decision Issued-6 Week Period Expired 11 April 2023

9. County Councillor update: None

10. Borough Councillors update: Borough Cllr Parish discussed the following matters from the last full council meeting prior to the election: County Deal – A motion was passed to delay the Borough Council's decision until after the election; Amendments to the Local Plan were agreed as were some changes to the Plan; The new Code of Conduct was adopted; The litter issue across the Borough is slowly improving.

11. To approve accounts and payments this month:

11.1 Approval and payment of invoices: Cllr Palmer proposed, Cllr Miller seconded and agreed by all.

Name	Business	Net	VAT	Gross	Recoverable VAT
K and M Lighting (STO)	Street Lighting Maintenance April	13.29	2.66	15.95	All
CGM Group (STO)	Grounds Maintenance April	304.45	60.89	365.34	All
npower (DDR)	Electricity – Street Lighting April	29.37	1.47	30.84	All
Parish Clerk	Payment April (See Log)	0.00	0.00	0.00	None
HMRC	April (See Log)	0.00	0.00	0.00	None
Parish Clerk	HP Ink	8.32	1.67	9.99	All
Parish Clerk	Expenses	44.15	0.00	44.15	None
Silvena Minciu	Waymarkers	205.00	0.00	205.00	None
Information Commissioners Office	Fee renewal	35.00	0.00	35.00	None
Jo Raby	Internal Audit	50.00	0.00	50.00	None
NALC	Annual Subs	248.15	0.00	248.15	None
Parish Clerk	Water Urn – Previously authorised and paid via BACs	98.70	17.28	103.69	All
Norfolk Community Foundation	Grant refund– Previously authorised and paid via BACs	340.57	0.00	340.57	None
Supreme Windows Ltd	Replacement Windows Deposit– Previously authorised and paid via BACs	771.67	154.33	926.00	All
ee-scape Ltd	Web Hosting Previously authorised and paid via BACs	288.00	0.00	288.00	None

11.2 Financial Statements for March 2023 – issued during month - Noted.

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

12.1 Norfolk Master Composters – Training to become a Master Composter volunteer is available and details will be circulated in the village newsletter.

12.2 "Find a Grant" – The Cabinet Office has launched a "Find a Grant" digital service, a single place for eligible individuals and organisations to find and apply for government grants and gain access to financial support. The Clerk has added the link to the "Are you worried about paying monthly bills? Who to contact" page of the Parish Council website and details will be circulated in the village newsletter.

12.3 King's Lynn Guided Walks – Leaflets were circulated with the March/April newsletter.

12.4 UK-wide Emergency Alerts - The national test of this system will take place on 23rd April. If an alert is sent you will hear a loud siren-like sound on your phone and see a message on your screen which will tell you what you need to do. The system will be used to warn you when lives are in danger, such as flooding. To find out more, or check if an alert is genuine, go to gov.uk/alerts Cllr Ward kindly agreed to upload detail onto the Facebook page.

12.5 Hunstanton Library – Regular activities taking place at the library will be circulated via the village newsletter.

12.6 Streetlight maintenance contract – The Clerk advised that the three-year contract is due for renewal in June. The annual fee is increasing from £159.88 net to £194.04 net. Although this is a 20% increase, it is in effect over a six-year period as the cost will be fixed until June 2026. Cllr Ward proposed the Clerk be authorised to accept the new contract. This motion was seconded by Cllr Palmer and agreed by all.

13. To consider any Correspondence received after publication: None

14. Any other business (for information only) and any items to carry forward to next month for the decision of the council: None

15. Any further public contributions to the meeting; None

16. Proposed Date of Next Meeting – Annual Parish Council meeting 17th May 2023 at 18.30 and May Parish Council meeting 17th May 2023 at 19.00

17. Close – 20.10