

MAUTBY PARISH COUNCIL MEETING

25 November 2020 at 7 30pm in RUNHAM VILLAGE HALL

MINUTES of the Parish Council **zoom** meeting held on Wednesday 25 November 2020, commencing at 7.30 pm

PRESENT: PCllr Gay - Chairman, PCllr Searle - Vice Chairman, PCllr Bishop, PCllr Bayfield, PCllr Hodgson, PCllr Lamb, PCllr Hewitt, CCllr Thirtle, BCllr Thompson and the Clerk Mrs Weymouth

The Chairman thanked PCllr Lamb for setting up the zoom meeting for the PC. He welcomed the people who had logged into the zoom meeting and reminded them if they wished to speak to raise their arm.

1. PUBLIC PARTICIPATION/BOROUGH COUNCILLOR/COUNTY COUNCILLOR & POLICE

Meeting opened to allow reports to be given

Public participation

No one in attendance

County Councillor Haydn Thirtle

I have tried to chase up the application for the footpath that was made in April 2019, I spoke with the person in charge of the application, Ian Sharman. He advised me that the application was progressing appropriately. When questioned as to the delay he advised me that there had been a 400% increase in applications due to the Government cut off date in 2026 for all footpath registrations. The National guidelines is twelve months but they had received no increase in staff, hence the delay. When asked about the procedure, I was advised that he would make the report to the Head of Law at NCC who would make the ultimate decision. The issue of delays in the process was raised at full council on the 23rd, November 2020. and I have subsequently raised the issue again with Ian Sharman and the responsible Cabinet member.

The Application can be seen on the Register of definitive map, modification applications.

The weather is set to change, NCC in preparedness has purchased seven new gritting machines, bringing the fleet to 48, they cover 2200 miles of A&B class roads in each session with an additional number of C class. The council has a stock pile of 16.000 tonnes of salt which can be replenished when needed.

NCC is in the process of consulting on its budget, an issues that is particularly relevant is the grass cutting of our verges, it is proposed that this is reduced from two to one cuts annually. I questioned this on the grounds of safety at junctions and the fact the dangers could be obscured.

I was advised that should any concerns as to potential dangers occur that an additional cut of those area would be carried out.

As a Governor at the James Paget Hospital I am always concerned at its preparedness in the current pandemic. I am confident that the hospital is fully geared up for any significant event, they are currently dealing with all routine admissions and operations. An extension to the Accident and Emergence Department is currently being built at a cost of £2m, this should be open and fully functional by December.31st.

Any concerns please contact me

Borough Councillor Adrian Thompson

As reported last Month 3000 Spring Bulbs were planted by members of the Parish Council on the Triangular grass areas through the Parish on 24 October 2020.

The Flower towers have been decorated for Christmas and I have kept some bulbs and Polyanthus back for your new tubs outside the village Hall.

The Barn Lane sign has been repaired after being knocked down and the missing lamp top on the green has been reported.

Pleased to report there is additional help for village Halls, through the Borough in a new Local Rate support grant and I have put Jean in contact with the Head of customer services in the Town Hall. Also for information after a long haul with the Valuation office, I have got Wheatdene Kennels removed from the business rating list. The council were persuing Business rates from this property despite closing in December 2018.

I am working with a resident to identify a noise around the Low Road area. We have dismissed Whartons Potatoe store and Thrigby Poultry Farm. The noise seems more local and I think we have identified the source and possible remedy.

As budgets get tighter I think Parish Councils should work with each other sharing resources. This has worked well with Filby and Fleggburgh sharing a SAM2 sign and Runham and Stokesby topping up there speed watch teams if short of members.

Although it is not minuted as I said at the previous meeting Filby Parish Council would be interested in contributing and sharing the overhead projector you propose to buy for Planning meetings.

Finally as most Parish Councillors are aware the School bus is now travelling in the opposite direction, picking up and dropping off on the village Green.

I would also like to talk about the new SAM2 sign, and asked Chairman to put it on the Agenda, so I will reserve my comments till item 11.

Police

Unable to attend, but sent in the following reports and they have been put on the website:

Crime reports emailed to PCllrs prior to the meeting

Scam report emailed to PCllrs prior to the meeting

Newsletter emailed to PCllrs prior to the meeting Oct /Nov

Meeting closed

2. APOLOGIES

PC Potter unable to attend the meeting

PC May unable to attend the meeting

3. DECLARATION OF INTERESTS

PCllr Hodgson and PCllr Bayfield declared an interest on Agenda 15 VH Committee as the PC representatives on that Committee.

4. MINUTES

The Minutes of the PCM held in September 2020 had been distributed to Parish Councillors prior to the meeting.

PCllr Searle proposed they be accepted as a true record, seconded Hodgson, all in agreement - the Minutes are to be signed off.

5. MATTERS ARISING FROM SEPT 2020 MEETING

a. Barn Lane

The NCC T junction sign hasn't been removed – NCC chased – CClr Thirtle is dealing with it. It was reported a vehicle had damaged the Barn Lane sign, however the sign is back in situ.

b. Anglian Water – Sewerage Scheme in Runham

There will be no contact with PC until **2025** when they anticipate being in a position to be able to provide a more definitive start date and they will at that time give an update on the status of the Runham scheme.

c. Runham Footpath

CCllr Thirtle reported at NCC Full Council meeting it was reported they have over 400 applications and the staffing has not been increased to take this additional work into account. They have to deal with applications in the order they have been received – as a point of interest some have taken 4 years to come to a decision.

It was left with CClr Thirtle to make further investigations and report back to the next meeting.

d. Parish History

PCllr Lamb reported the Group is entering items onto the archive website is www.runhamvillage.com

e. Replacement planters

These have arrived left with PCllr Hewitt who will site them at a later date.

f. Storage cabinet in the VH for PC paperwork

This has arrived and DSC has erected it FOC - some of the PC documents are being stored there.

g. Pot hole MHC near the Bowling Green

NCC has been advised – as the work has not been carried out a chasing email is to be sent.

6. RISK ASSESSMENT

Risk Assessment for Nov 2020 including bi weekly checks on the Defibrillator at Runham BT kiosk & Mautby BT kiosk.

Risk Assessment Nov 2020 UPDATE

PCllr Lamb reported:

Nothing new to report and the items reported at the September meeting update:

Village Green

1. RA – trees overhanging branches with hedgerow intertwining an adjacent neighbour has removed some of the branches. It was reported the BA are to be contacted to enable tree works to be carried out.

2. VG uneven – this will be looked at later in the year.

Gate to the VH

DSC has carried out the repairs, it is understood he will not be charging for this work, a letter is to be sent to him thanking him.

Defibrillator in Runham telephone kiosk

PCllr Bayfield checks emailed and are on file, everything in order

Defibrillator at Mautby telephone Kiosk

The parishioner carrying out checks has emailed the check lists on a fortnightly basis and everything is in order.

7. VANDALISM REPORTS FROM PARISH COUNCILLORS

Rubbish being dumped on the Thrigby Road – it was removed very quickly.

8. ACCOUNTS FOR APPROVAL & PAYMENT

Accounts approved for Nov 2020.

Opus Oct 2020	£28.51
S A Weymouth - salary	£94.60
HMRC	£81.80
DSC (notice board)	£120.00
Mautby Church	£1096.00
Maple Tree Services	£1880.00
Tectake storage cabinet (paid for by S Weymouth)	£145.99

PCllr Searle proposed they be paid, seconded PCllr Hodgson, all in agreement.

Financial statement to September 2020, Cash book and bank reconciliation

Emailed to PCllrs prior to the meeting, these were noted.

9. PRECEPTS 2021/2022

At the Sept 2020 meeting it was agreed the current contractors be contacted to see if they want to extend his contract for another year

Grasscutting 2021/2022

Maple Trees has been approached and they would extend their contract for another year at the same price as last year

Village Green £820

Runham Churchyard £1060

PCllr Lamb proposed Maple Trees offer to extend their contract for another year and to keep their price the same as last year be accepted, seconded PCllr Bayfield, all in agreement

Mautby Churchyard 2021/22

They have sent an email requesting the same figure as this year £1096

PCllr Lamb proposed this figure be accepted, seconded PCllr Bayfield, all in agreement.

Clerks salary

This is to remain the same figure as last year £1020

PRECEPTS 2021/22

After discussions PCllr Searle proposed the following figures be the same as last year, less the reduction in the GYBC support grant, seconded PCllr Hodgson, all in agreement

CONCURRENT GRANT	2020/21	2021/2022
CHURCHYARDS		
Mautby	£1096	£1096
Thrigby (Thrigby Wildlife cut it FOC)	£ 120	£120
Runham	<u>£1006</u>	£1060
Out of reserves		£ 54.00
	£2222	£2222
VILLAGE GREEN	£820	£820
VILL SIGN & SEATS	£207	£207
MOLES	£188	£188
	<u>£1215</u>	<u>£1215</u>
	£3437	£3437

NON CONCURRENT GRANT (paid by rate payers in the parish the GYBC support grant has been reduced by £13)

OTHERS

Audit – no charge for the Audit as PC expenditure under £10k, only £30 for internal audit being carried out

£30

£30

Subs	£0	£20
Hire Hall	£0	£0
Insurance – with reviewing the insurance values and having A special price staying with Zurich for 5 years it was agreed to reduce the figure to £700		
	£700	£700
Clerk	£1020	£1020
Expenses (incl 3 wreaths at £20 each)	<u>£ 53</u>	<u>£60</u>
	£1823	£1830
VHall Repair	<u>£ 850</u>	<u>£843</u>
	<u>£ 2673</u>	<u>£2673</u>
	£6110	£6110

10. PLANNING

PLANNING APPLICATIONS

06/20/0301/F Grain Store Mr Wharton – having received the Acoustic Assessment – PCllrs have no objections.

06/20/0541/F The Brambles, Barn Lane dem a car port and erect a garage – no objections

PLANNING DECISIONS

BA/2019/0451/F Ed Wharton Manor Farm – granted with conditions – they need more information – the details were emailed to PCllrs prior to the meeting.

06/19/0398/CU Mill Cottage for Mr Gillett change of use of existing barn and surrounding land to mixed D1/D2 to allow meeting room and proposed use of the Post Mill as a visitors place – refused due to the unclassified road serving the site is considered to be inadequate to serve the development (decision emailed to PCllrs)

PLANNING ITEMS

None

11.SAM sign

The NCC paperwork has been completed, including where the signs will be sited and emailed to NCC. One post has been sited the other is to be held in stock, the signs are do to arrive in the very near future.

Cost of SAM signs		£3993.60
Less NCC/Police partnership funding	£1664	
CCLr Thirtle	£1000	
BCllr Thompson	<u>£200</u>	
		<u>-£2864.00</u>
Balance		£1129.60
Less VAT to be claimed back at 31.3.21		<u>-£ 665.60</u>
Balance paid by the PC		£464.00

On contacting PC insurance company for guidance on the SAM signs - they have replied in an email, which was forwarded to PCllrs prior to this meeting:

These are the answers to the questions and guidance given:

- 1.To insure them they will need the replacement values.
- 2.Where, how high and how they are installed/fixd?
- 3.Does buying the SAMS then require any kind of professional fitting?
- 4.Will you have a risk assessment in place for the volunteers who may be involved in the battery changes, moving them etc?, including appropriate equipment, training and PPE? (as I understand several PCs have three people there when a sign is being moved or battery being changed)
- 5.With regard to another council using them, we would not be able to cover their volunteers for any installation work, batteries etc as you would have no control over how they did that.
- 6.We may be able to insure the signs themselves whilst on loan but you would need an agreement in place with the other Council which states who is responsible for insuring them. It can refer this to Underwriters for their confirmation if this is something you wish to consider.

There should be three volunteers on site moving or changing the batteries, PC need a list of the parishioners prepared to carry out this work and they should wear:

Hard hats

High visibility waistcoats

Wear PPE

Proper foot wear for climbing up a set of steps

After discussions PCllr Lamb proposed the PC signs would be loaned to Stokesby PC for a 6 week period a year, seconded PCllr Bayfield so long as:

- a.Stokesby PC Insure the SAM signs (hard copies of the insurance policy to be held by MPC)
- b. insure the people in their parish who move them and replace the batteries (hard copy of their insurance policy to be held by MPC)
- c. Risk Assessment report (hard copy sent to the PC)

Moving signs in Mautby

The parishioners in Mautby who have agreed to move the signs to the current three locations in the parish and change the batteries are:

Mr Lamb
Mrs Bayfield
Mr D Hewitt
Mr Bullent

It was reported they already have their own hard hats, visibility jackets and appropriate footwear. It was left with PCllr Lamb to put together a RA for moving the signs in the parish and changing the batteries – a copy to be forwarded to the PC insurance co.

Signs loaning to Stokesby PC

As Stokesby had not approached the PC to loan our sign it was agreed an email would be sent advising them of the requirements for them to have the Mautby signs 6 weeks a year,

12. IMPROVEMENTS TO THE SURFACE OF FP 10 BR 18 & BR17 LINKING TO WEST CAISTER BR15

PCllr Lamb asked for this to be put on the Agenda in the meantime he has spoken directly to CCllr Thirtle CCllr Thirtle report under Agenda 1.

During discussions it was reported these BR are maintained by Norfolk County Farms and they had them within their programme to carry out the repairs. NCFs are to be emailed asking why this work hasn't been carried out. CCllr Thirtle reported there is a County Pay Back Scheme where a FP in Rollesby had been repaired FOC and CCllr Thirtle had paid for the materials to carry out the repairs.

13. CORRESPONDENCE

Correspondence to 18/11/2020 emailed to PCllrs prior to the meeting, it was agreed no action is to be taken

Correspondence from 21/9/20 to 18/11/20

1. BA peat guide and residential mooring – nothing reported
2. Broadland Futures progress – nothing reported
3. BA moving river bank footpath – this is due to the Nuttall river maintenance and the footpath is open.
4. Boundary Commission – CCllr Thirtle reported NCC had responded and the only thing they have asked for is a change of naming some of the boundary changes.

14. REPORTS FROM PARISH COUNCILLORS

Highways

a. Barn Lane – the section of adopted highway has a number of depressions – NCC to be advised and it has been left with CCllr Thirtle to follow up.

It was reported the private section is in need of repairs – it was left with the residents who live in that section to look into carrying out the repairs.

b. Mud on the roads – it was reported with the bad weather this had caused more of a problem.

Broads Authority

Nothing reported

Street lighting

Nothing reported

Website

PCllr Bayfield reported she has been in contact with the recommended computer man and he needs permission to gain access to look at the setting up and passwords of the website – this was given.

15. VILLAGE HALL COMMITTEE REPORT

PCllr Hodgson and PCllr Bayfield declared an interest as PC representatives on that Committee.

PCllr Hodgson reported with the lockdown as much as the VH isn't being used it is being cleaned on a regular basis.

The Committee have now applied for a further grant from GYBC.

16. FINAL WORD FROM MEMBERS OF THE PUBLIC

None

Date for the next meeting 27 January 2021 at 7 30pm

The Chairman thanked everyone for attending the zoom meeting.

With no further business the meeting closed at 8.42pm

