

**Minutes of the Meeting of Mautby Parish Council held on  
Wednesday 25<sup>th</sup> January 2023 at 7.30pm at Stokesby Community Centre**

**Present:** Martin Lamb (Chairman)  
Amanda Bayfield  
Vivyan Bishop  
Mark Bullent  
Dean Hewitt  
Jean Hodgson  
Catherine Moore, Parish Clerk

**Also present:** Borough Councillor Adrian Thompson, PC Gary May and 13 members of the public.

**1. Apologies for Absence**

Apologies for absence were received from George Gay.

**2. Public Forum**

**a) Public**

The Chairman thanked everyone who had been involved in a lot of work recently regarding the Village Hall.

A member of the public spoke regarding concerns about the cost of repairing the village hall, issues had been identified some time ago and he noted that previously the bill had been estimated at £4,000, but had grown to £50,000. It was felt that there was not a lot going on at Runham Village Hall compared to other community facilities. It was questioned how it had been allowed to get into that state. The Chairman replied that he would like to see the Village Hall used more and welcomed all volunteer assistance. The Chairman of the Village Hall Committee replied that many events had been put on at the Village Hall, all were advertised, noting that locals tended not to attend. The Fete was run by the Village Hall Committee. There was a lot of work involved in running the Village Hall and events, and everyone already had full time jobs. Events had been planned for 2023 however these could not now be taken forward. The member of the public noted that his concern was not with the Village Hall Committee, and asked why a maintenance budget and inspection regime had not been implemented in previous years.

The Chairman reported that the Village Hall had been in the Council's ownership since 1981, and the suspended ceiling had prevented anyone seeing above and being aware of the major issues that were emerging. However blame would not help the situation. It was noted that the £4,000 was only a sticking plaster, and the estimated £50,000 was the potential extent of full remedial works.

**b) County Councillor**

Not present.

**c) Borough Councillor**

Borough Councillor Adrian Thompson reported that the new Local Plan consultation was underway and was an important piece of work, he encouraged councillors to view and comment on it. There were no development sites being put forward for Runham or Mautby. Drop in sessions would be taking place this week, with another session on 31<sup>st</sup> January for Parish Councillors.

The new County Deal was offering funding to the whole of Norfolk, at a time when councils were cutting their budgets.

The new lighting column on Runham Village Green had been installed. Planting had been carried out. Adrian had had an email from a member of the public who was keen to get involved in environmental projects, and would like to organise a litter pick in Runham and Stokesby in April.

An application had been made to Awards for All for a Youth Shelter / Information Point for Runham Village Green, it was hoped that a response would be heard soon. A site visit had been requested for Paston Farm, and Planning's stance was that the application would not be refused while there was an opportunity to mitigate.

It was noted that photo ID would now be required to vote in the next elections.

A Warm Room was being run in Filby, this was free to attend through a grant, and was well attended.

Adrian noted that he would not wish to see the parish lose the Village Hall, and previously the precept had been set very low, which was where the funding problem was stemming from. Future budgets needed to include sums for village hall maintenance which could be earmarked. Adrian, on behalf of Mrs Thompson, kindly donated £500 towards the village hall from the Filby Charity Shop, which would be earmarked for the Village Hall project. It was noted that any loan could be repaid early if funding was achieved.

It was confirmed that if the Council decided to add the cost of funding loan repayments to the Council Tax, parishioners would not have a choice to pay so the project was not reliant on everyone buying into giving money. Whether the precept would be reduced after the ten years of repayments could not be answered as it was not known what the Council's commitments would be.

The Clerk reported that 82% of respondents had supported the plan to repair the village hall through the precept.

d) Police

PC Gary May introduced himself as the Beat Manager for the area. He noted that police.co.uk gave reports for postcode areas, and noted that the defib appeared to have been stolen although attempts were being made to track it down through different sources.

Policing priorities were being centralised to Great Yarmouth, these were SNAP meetings which were advertised. Gary had put forward for discussion at the next meeting that area SNAP meetings should be reintroduced, as these would be more localised and were better attended in the past.

'No Cold Caller' stickers were offered if anyone wanted to take them.

**3. Declaration of Interest for items on the agenda**

Amanda Bayfield and Jean Hodgson declared an interest in the Village Hall as Trustees.

**4. Minutes of the meeting held on Wednesday 30<sup>th</sup> November 2022**

The minutes of the meeting were **agreed** and signed by the Chairman, proposed by Martin Lamb, seconded by Mark Bullent, all in favour.

**5. Minutes of the meeting held on Wednesday 14<sup>th</sup> December 2022**

The minutes of the meeting were **agreed** and signed by the Chairman, proposed by Amanda Bayfield, seconded by Mark Bullent, all in favour.

## 6. Matters Arising

### a) Church Footpath Application Update

The Clerk reported that she had asked for an update on this but had not yet heard back.

### b) Bus Shelter Project

The Borough Councillor had submitted a funding application to Awards for All for this, as a Youth Shelter and Information Point. It was hoped that a response would be received by early February.

### c) Hall Farm Planning Update

Covered earlier in the meeting.

### d) Road markings on junction on concrete road

The Clerk was asked to chase this.

**ACTION: Clerk**

### e) Broken Footpath Bridge

The Clerk was asked chase this.

**ACTION: Clerk**

### f) Ownership of the Village Green

The Clerk confirmed that the Parish Council is registered as the owner within the Village Greens and Commons Registration documents. Copies were on file.

### g) Manhole outside the Village Hall

The Clerk had been informed that this had been repaired.

## 7. Accounts for Approval and Payment

### a) Financial Update 2022/23

The financial update was presented, noting that the Council had £8,936.88 in the bank at 31<sup>st</sup> December 2022. Of this, £8,508 was in earmarked reserves.

### b) Payments

It was **agreed** to pay the following, proposed by Martin Lamb, seconded by Mark Bullent, all in favour:-

C Moore	Salary Dec 22 & Jan 23 incl uplift & overtime	£487.69
HMRC	PAYE Dec 22 & Jan 23	£122.00
C Moore	Expenses Dec 22 & Jan 23	£32.78

## 8. Correspondence

### a) Great Yarmouth New Local Plan Options Consultation

Dean Hewitt requested to attend the meeting on 31<sup>st</sup> January 2023. **ACTION: Clerk**

### b) General Correspondence

None.

## 9. Planning

### a) New Applications

None.

### b) Decisions

None.

- c) Applications Considered Between Meetings  
None.

## 10. Reports from Councillors and Outside Bodies

### a) Risk Assessments and Defect Reports

It was noted that the defibrillator at Runham had gone missing and could not be tracked down. There had been no damage to the lock so it was assumed it had been accessed using the code. It had been reported to the Police who made unsuccessful enquiries with the emergency services, therefore it had been logged as stolen. A temporary defibrillator had been supplied by Heart2Heart, and an insurance claim would be made. The code was always available from 999 when required for deployment.

It was noted that people were parking on the grass triangles and churning grass up around the parish.

### a) Village Hall Committee Report

The Village Hall Committee continued to meet to discuss the situation. The insurers for the Village Hall Committee had been notified of the situation, and the Hall was being checked on a weekly basis. The PAT testing was due at the end of March but could not take place, the insurers were aware of this. The water had been turned off.

The Platinum Jubilee Village Hall Fund had been explored for funding however as the building was owned freehold by the Parish Council, they were not eligible for funding. The Committee would consider later on whether they wished to become a charitable body.

Urgent Repair Works – the Clerk noted that it had not been possible to carry out urgent repair works within the £4,000 delegated authority therefore the entire scheme would be done as one to ensure the best use of funds.

Village Hall Repair Works – the sealed tenders were opened by the Clerk, who noted the names of the contractors who had bid.

It was **agreed** to exclude the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 for the next part of the discussion, proposed by Martin Lamb, seconded by Amanda Bayfield, all in favour.

The tender prices were discussed, noting that some clarifications would be required. The loan figure was discussed, and the potential precept requirement calculated. It was **agreed** that a working group made up of Amanda Bayfield, Dean Hewitt, Mark Bullent and the Clerk would review the tenders and ask for further clarifications for the February meeting.

The Press and Public were readmitted to the meeting.

Results of Parish Survey – covered earlier.

Additional February Meeting – it was **agreed** that an additional meeting would be held on Wednesday 22<sup>nd</sup> February 2023 at Stokesby Community Centre to receive clarifications on the tenders and choose a preferred contractor, and to consider the borrowing approval report and application.

- b) Village Green  
The work to lift the signs was still to be completed.
- c) Policing and Vandalism  
Covered earlier in the agenda.
- d) SAM2 Results  
Nothing to report, the sign was in Stokesby.

## **11. Other Matters**

- a) Grounds Maintenance Contract  
Maple Tree Services would be charging £1,950. It was **agreed** to go ahead with this, proposed by Martin Lamb, seconded by Amanda Bayfield, all in favour.

**ACTION: Clerk**

- b) Budget and Precept 2023/24  
The draft budget was discussed. It was **agreed** to set the precept at £12,994.00, 211.46% increase, Band D £90.24, proposed by Martin Lamb, seconded by Mark Bullent, all in favour. It was noted that the increase was made up of (for Band D households across the year) £22.86 additional general expenditure increases including consultancy costs for the village hall project, and election costs; and £38.41 to finance a loan for the repairs to the village hall.

**ACTION: Clerk**

- ## **12. Reports from Councillors (for information only)**
- None.

## **13. Date of Next Meeting**

Wednesday 22<sup>nd</sup> February 2023 7.30pm, Stokesby Community Centre  
Wednesday 29<sup>th</sup> March 2023 7pm Annual Parish Meeting followed by the Parish Council Meeting, Stokesby Community Centre.

The meeting closed at 9.20pm.

**CHAIRMAN**