

**Minutes of the Meeting of Mautby Parish Council held on  
Wednesday 27<sup>th</sup> July 2022 at 7.30pm at Runham Village Hall**

**Present:** Martin Lamb (Chairman)  
Amanda Bayfield  
George Gay  
Dean Hewitt  
Jean Hodgson  
Catherine Moore, Parish Clerk

**Also present:** Borough Councillor Adrian Thompson and 3 members of the public.

**1. Apologies for Absence**

Apologies for absence were received from Vivyan Bishop.

**2. Public Forum**

a) Public

A member of the public asked when the verge cutting would take place. It was understood that the next cut would take place after it had rained, due to the current fire risks.

b) County Councillor

Not present.

c) Borough Councillor

Borough Councillor Adrian Thompson reported that the provision of the bus service through Filby was getting closer, which would benefit Mautby parish. It was expected that there would be Section 106 money available for this from a significant development in Caister-on-Sea.

The Neighbourhood Plans for Filby and Fleggburgh respectively had been passed and were now planning policy. Stokesby and Mautby were advised to keep a watching brief on this.

The Marina Centre was due to open on Saturday 6<sup>th</sup> August 2022. The new market was now open.

From May 2023 the Borough Council would move to the Cabinet system of governance and decision making.

*The Chairman brought forward item 10a.*

**3. Co-option of Parish Councillor**

The Chairman presented an application for co-option from Mark Bullent. It was **agreed** to co-opt Mark Bullent, proposed by Martin Lamb, seconded by Jean Hodgson, all in favour. The declaration of acceptance of office was signed and Mark took his seat as a Councillor. The Clerk would forward the necessary paperwork and welcome information. **ACTION: Clerk**

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

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

**5. Minutes of the meeting held on Wednesday 25<sup>th</sup> May 2022**

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

## 6. Matters Arising

### a) Church Footpath Application Update

The Clerk reported that there had been no progress since the May meeting.

### b) Bus Shelter Project

The Clerk reported that she had put in a funding application to Awards for All for the remaining amount of the project. **ACTION: Clerk**

### c) Hall Farm Planning Update

The application had not yet been determined and the results of the acoustic assessment had not been published. The Borough Councillor confirmed that he was pressing for this matter to be concluded as it presented wider issues than simply a breach of planning permission. The Clerk was asked to write to the Head of Planning at the Borough Council to ask when the application would be determined and when the acoustic assessment was expected to be received. **ACTION: Clerk**

### d) Additional Bank Signatories

The Clerk had the forms to be signed after the meeting. **ACTION: Clerk/DH/VB**

### e) Tree Works on Village Green

It was confirmed that this was scheduled for Saturday 6<sup>th</sup> August 2022.

### f) Defibrillator Training

Amanda Bayfield reported that two sessions would take place on Saturday 20<sup>th</sup> August 2022 in the afternoon, with 10 spaces per session. This would cover CPR and defibrillation. This would be advertised on the website. **ACTION: AB/Clerk**

### g) Village Hall First Registration

The Clerk confirmed that the paperwork would be submitted once the cheque for the deposit had been signed. **ACTION: Clerk**

## 7. Accounts for Approval and Payment

### a) Financial Update 2022/23

The financial update was presented, noting that the Council had £10,575.81 in the bank at 16<sup>th</sup> July 2022. Interest had been received (£0.17).

### b) Payments

It was **agreed** to pay the following, proposed by George Gay, seconded by Amanda Bayfield, all in favour:-

C Moore	Salary June & July 2022	£269.30
HMRC	PAYE June & July 2022	£67.40
C Moore	Expenses June & July 2022	£194.10*
England & Co	First Registration - Deposit	£200.00
Zurich Town & Parish	Insurance – V Hall Additional Premium	£80.55

\*Land Registry Fee £6; Village Hall valuation fee £180; Mileage £8.10

## 8. Correspondence

### a) Parish Partnership Scheme

The Clerk noted that the Scheme had opened for applications for next years funding. It was suggested that a project to improve the track to West Caister could be

considered, and councillors were asked to bring back ideas to the next meeting.

**ACTION: ALL / Clerk**

The Clerk was asked to report that the river bank from the windmill to Stokesby had not had a complete cut. The Clerk was asked to report this.

**ACTION: Clerk**

b) Draft Broads Plan 2022-27

The Council expressed disappointment that the Draft Plan was no longer on the Broads Authority website to view even though an extension for comments had been given. The Clerk was asked to write stating that the Council was not happy at not being consulted at the earlier stage, and to note that the Plan should consider improvements to navigation in the Upper Thurne, referencing that dredging work affected river levels.

**ACTION: Clerk**

It was noted that Filby had also not be consulted on the Plan at the earlier stage.

c) General Correspondence

None.

**9. Planning**

a) New Applications

06/22/0589/HH 2 Lacons Corner, Mautby: Proposed single storey extension and alterations to existing property; Demolish existing single garage and replace with new garage and covered parking space.

The application had been received earlier that afternoon so there had not been sufficient time to consider the proposals. The Clerk was asked to circulate the application to councillors for comment, and the Council's Planning Policy trigger points for an additional meeting were noted.

**ACTION: Clerk**

b) Decisions

None.

c) Applications Considered Between Meetings

None.

**10. Reports from Councillors and Outside Bodies**

a) Risk Assessments and Defect Reports

The manhole cover outside the Village Hall had still not been repaired, the Clerk was asked to follow this up.

**ACTION: Clerk**

The dog bins were full, Adrian Thompson would follow this up.

b) Village Green

Nothing new to report, it was noted that no alterations would be made to the surface, therefore this item would be removed from the agenda.

c) Village Hall Committee Report

- Jean Hodgson reported that a successful Jubilee event had been held in the Hall, although the village photo could not be taken. At the AGM the previous month the position of Secretary had changed hands. Due to rising energy costs, all hirers would be charged £5/hour from 1<sup>st</sup> September 2022. A wasp nest in the shed was being dealt with. A cleaner was being paid weekly to attend to the Hall, and the plaque to Shirley had been put up. Investigations were under way into how to save energy costs.

The Chairman thanked the Committee for their hard work.

- **Village Hall Structural Survey** – it was noted that the other recommendations of the report needed following up with further investigation work into the debonding of the plasterboard ceiling and the closer inspection of the timber roof structure. The original quotes for repairs to the flashing were reconsidered, and it was **agreed** to go ahead with the quote from JB Roofing at £3,808 including scaffolding costs, proposed by George Gay, seconded by Amanda Bayfield, all in favour. **ACTION: Clerk**

It was **agreed** that the Village Hall Committee would be approached for 50% of the costs but that the works would be commissioned immediately irrespective of whether the Committee paid 50%. The Clerk as Responsible Financial Officer expressed concern as to whether the Council could afford this work in full. The Clerk was asked to request a copy of the contractors Public Liability Insurance, Risk Assessment and Method Statement. **ACTION: Clerk**

- d) Policing and Vandalism  
None.

- e) SAM2 Results  
Dean Hewitt gave an overview of the results from Runham, noting that the device was now at Stokesby. It was felt that the approved site at the Bowling Green should be included in the circulation.

#### 11. **Other Matters**

- a) Hilary Searle - Recognition

It was **agreed** that Jean Hodgson would arrange sending some flowers to Hilary Searle to thank her for her service to the Parish Council. **ACTION: JH**

#### 12. **Any Further Business (for information only)**

It was noted that there had been excessive noise from tanks being filled late at night at PD Hooks.

Items for next meeting: Review General Reserve Policy.

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

Wednesday 28<sup>th</sup> September 2022 7.30pm Parish Council Meeting, Runham Village Hall

The meeting closed at 9.10pm.

**CHAIRMAN**