

## MAUTBY PARISH COUNCIL MEETING

29 January 2020 at 7.30pm in RUNHAM VILLAGE HALL

MINUTES of the Parish Council meeting held on Wednesday 29 January 2020 at the Runham Village Hall, commencing at 7.30 pm

PRESENT: PCllr Gay - Chairman, PCllr Searle - Vice Chairman, PCllr Bishop, PCllr Hodgson, PCllr Lamb, PCllr Hewitt, CCllr Thirtle, BCllr Thompson, PC Lucy Evans – Community Officer and 4 members of the public and the Clerk Mrs Weymouth

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

*Meeting opened to allow reports to be given*

*Public participation*

*War Memorial Mautby*

The parishioner was advised it is coming up on the Agenda.

*Borough Councillor*

BCllr Thompson report:

Barn Lane

The no through signs should be here any time, allowing for the removal of the HGV sign. Spoke to Paul Houghton today and it is in hand for GY Norse to install.

The street light near the phone box, had the top knocked off last week it was reported and GY Norse were very quick to repair.

The flower towers have been planted up with 120 polyanthus, add colour to the emerging 3000 bulbs.

More detailed survey forms are out in reference to rerouting the x1 bus through Filby and 'Fleggburgh'.

As you have most read in the EDP Yarmouth are getting six newer buses and there is a big investment in Norwich with 19 new low emission buses on the X1 route all to reduce single car journeys and emissions, what it exactly what we are trying to achieve with the X1. We meet again in March.

I am in the process of ordering some more dog bins, we have already installed three in 'Fleggburgh', with great success in a week collected 115 dog bags, would the Parish Council be interested in a free bin in Runham/Mautby.

Work continues at the Marina Centre, with the proposed opening of the New Leisure Centre Summer 2021. Demolition starts late February. Plans were unveiled this week for the New Market Place and redevelopment of Hall Quay is starting.

As with large developments there is a wide variety of opinions, however I feel that it is important that the demonstrated confidence in the town by investing, in order to encourage private investors. And we need this with the loss of Debenhams and Palmers on the brink.

What we need is reduced rents from the Land lands, reduced business rates from the government and free car parking from the Borough Council to attract new businesses. The new owner of the Victoria Arcade has reduced the rents here for the very reason,

*County Councillor*

CCllr Thirtle reported:

SPEED SIGNS

Update on Westcotec sign for the village. I have liaised with Justin Le-May, Aylsham Highways Depot 01263 738838 requesting an update on this issue - to be presented to the Parish Council. Justin advised me that the application has been registered and the Parish Council would receive notification in March 2020. ( I believe this will be successful)

Note For Councillors

I spoke with Justin about addressing village concerns by attending with Parish Councillors and examining road defects and any associated issues. Justin confirmed that he would happily attend meetings within the village if the concern was significant and it was felt that it would be beneficial.

COUNTY COUNCIL FUNDING>

Norfolk County Council is now in the latter stages of finalising the Budget for 2020/21 this is currently very problematic as new and uncertain policies are awaited from Central Government, particularly in the area of funding Adult Social Care, Assumptions are having to be made in these rather demanding times. NCC budget amounts to 1.4 billion, the vast majority is spent on Adult Social care and Children's education and development, combined amounting to more than 900 million. These are demand lead services and no truly accurate figure can be put upon them. There are additional cost pressures, inflation, legislation requirements, funding decreases and the increase in the National Living wage will amount to additional cost pressures of £82 Million. A one penny increase on the national living wage amounts to £200,000 increase to NCC costs alone.

With the ageing population in Norfolk, which is substantially higher than the national average. I think the national average for people over 65 is 19% whereas Norfolk is nearly 25% This place increasing

demands on local services. Norfolk County Council are speaking with Central Government to establish a more equitable funding formula in an effort to remove these inequalities in the system.

Rates will unfortunately increase 1.99% in 2020\21 with an additional 2% precept increase to cover the additional £35 million required to maintain the Adult social care provision.

#### *Police*

PC Evans was welcomed to the meeting, there were no questions for her from the PCllrs or members of the public.

The Chairman advised the meeting he had attended a SNAP meeting – the items raised were parking mainly Winterton – it was reported a parishioner had put nails down on the highway.

PCllrs realised the Police time was best working on the beat than sitting at a meeting.

## **2. APOLOGIES**

PC May unable to attend the meeting

PC Potter unable to attend the meeting

PCllr Bayfield at another commitment

## **3. DECLARATION OF INTERESTS**

### *Declaring an interest*

PCllr Hodgson declared an interest Agenda 17 VH electrics & VH Committee as the PC representative on that Committee.

PCllr Searle declared an interest in Agenda 11 VHall side fence – her neighbour has quoted for carrying out this work

## **4. MINUTES**

The Minutes of the PCM held in November 2019 had been distributed to Parish Councillors prior to the meeting, it was agreed to take them on bloc.

PCllr Hodgson proposed they be accepted as a true record, seconded PCllr Bishop, all in agreement - the Minutes were signed.

## **5. MATTERS ARISING FROM THE APCM & APM MINIUTES**

### *a. Barn Lane HGV sign attached to the street nameplate*

Dealt with by BCllr Thompson

### *b. Various highway issues*

The Xroads sign on the Mautby side approaching the Runham Swim xroad still needs replacing

### *c. Anglian Water – Sewerage Scheme in Runham*

A report on the meeting is included in the Minutes for August 2019 – no further update.

### *d. Runham path*

Still held in abeyance until NCC has completed their investigations on the evidence forms.

### *e. Edfords Farm*

Everything is in place so PCllrs could view, it was thought it would be better leaving a visit until the weather improved.

### *f. Parish History*

PCllr Lamb stated nothing further to report.

## **6. RISK ASSESSMENT**

*Risk Assessment for Jan 2020 including bi weekly checks on the Defibrillator at VH & Mautby BT kiosk.*

### **MAUTBY BI-MONTHLY ASSET CHECK/RISK ASSESSMENT**

As per Mautby PC Risk Assessment Schedule.

Date: 26/01/20 (updated with comments from PC meeting 29th Jan).

ITEM & LOCATION	VISUAL CONDITION	ANY ACTION REQUIRED OR COMMENT
Village Green - grassed area and trees.	Large overhanging branches along southern boundary hedge. Surface of green somewhat uneven with some holes. Molehills kept in check by grass cutting.	Further review of both. Trees subject to periodic inspection by competent person? Surface of green currently unchanged - Nov 19 PC meeting agreed to roll the surface in spring.
Seats on VG	Both secure and appear in good condition.	

Village Sign	Appears stable and in good condition.	
Seat @ Village Sign	Rear uprights starting to decay at bottoms but otherwise condition appears reasonable and securely fixed down.	Remains not currently unsafe.
V Hall outside	Crack in North boundary wall at front but seems stable. Render coming off rear wall in places. Planter boards rotting and one has fallen off. No significant boundary fence between VH and School House. Slight unevenness on path surface to rear.	Quotes for boundary fence obtained - considered/approved at Jan 20 meeting. Repair /replace planters - not yet done.  Other items keep under review
V Hall inside	Village Hall fire safety reviewed and updated by Martin & Jean (emergency lights, fire escapes, notices, instructions to users, etc). "Action in the Event of Fire" notice now in place and fire safety included in updated conditions of hire. Smoke detector in kitchen, other fire items (escapes. lights, etc) regularly checked by Jean.  No Legionella assessment apparent. Condition and use of stepladder?  Other safety measures now in place include not having unsupervised children in the kitchen and fitting child catches to cupboards/drawers containing knives.  Electrical cables above ceiling as discussed at September 2019 PC meeting.	Fire Risk Assessment identified the checks required which will be carried out. Also the potential to further improve escape routes by designating the rear door through the Ladies WC as a fire exit - to be completed.  Legionella appears low risk due to lack of higher risk factors, assessment could be formalised.  Electrical remedial works identified in testing carried out by Paul Welch are believed complete. Emergency lighting improved. Test records in Jean's possession.
Telephone Boxes	Both appear in good condition thanks to work carried out by parishioners. Lacons corner now has defibrillator installed Sparkys Services checking electrics?	Who has/retains electrical safety check records?
Defibrillators	Good - checks now being carried out.  Visibility of Runham unit not ideal.	With the excellent visibility and availability now provided by the Lacons Corner installation, it is considered that with time being of the essence, the visibility and accessibility of the Runham unit would be enhanced if located in the Runham phone box. Also recent press reports of lack of a phone signal in another Norfolk village led to a defibrillator there not being able to be accessed. PC agreed that the Runham defib should be relocated to the phone box at Nov 19 meeting - to be carried out.

*Defibrillator outside the VHall*

PCllr Bayfield checks handed in sheets up to and including 30/11/19 at the Nov meeting. This evening an envelope was handed in with 23.12.19 1.1.20 13.1.20  
an email is to be sent to PCllr Bayfield requesting the others be emailed

It was reported it is still owned by the EEAS and maintained by them - email sent querying the insurance and the maintenance.

Agenda 13 for moving to BT kiosk.

#### *Defibrillator at Mautby BT Kiosk*

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

Def electric supply

The company that carried out the work has advised a certificate is not required but if the PC wants one he is happy to provide one. It was agreed a certificate for the electricity supply should be requested for both.

Def maintenance

An email has been sent to Heart2Heart to check if they will carry out the maintenance, no reply recd.

### **7. VANDALISM REPORTS FROM PARISH COUNCILLORS**

Low Road articulated lorry has damaged the verges and there is mud on the road – the Police will look into the matter.

Swim Road rubbish – this re-started with the College going back after the Xmas period.

### **8. ACCOUNTS FOR APPROVAL & PAYMENT**

Accounts Jan 2020

S A Weymouth – £1020 div 6 = £170.00 less 20% tax= £114.60

HMRC £54.40

Opus Oct £87.32

Opus Nov £138.41

PCllr Lamb proposed the accounts be paid, seconded PCllr Searle, all in agreement.

#### ***Financial statement to 30 November 2019 and the Cash Book***

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

#### ***Signatory of cheques***

Lloyds Bank has agreed to the new signatories being all the PCllrs.

#### ***PRECEPTS 2020/21***

PCllr Hodgson proposed there wouldn't be any changes to estimated figures for 2020/21, seconded PCllr Searle, all in agreement.

### **9. TIME SPAN TO KEEP PC ACCOUNTS AND DAY TO DAY RECORDS**

After discussions it was agreed to check with CHall Archives on storage and report back to the next meeting.

### **10. PLANNING**

#### **PLANNING APPLICATIONS**

06/19/0631/CU proposed change of use from tea room to self contained one bedroom holiday accommodation - Buttonwick, Mautby Lane for Mrs D Travis no objections

06/19/0662/F removal of condition 5 of planning permission o6/19/0419/F proposed new cattle shed and an extension of an existing agricultural building to create an additional cattle shed – Paston Farm, Mautby Lane for NCC no objections

06/19/0625/F change of use from an agricultural field to storage of timber, wood fuel and firewood – Hall Farm Hall Road, Mautby NR29 3JB – revised plan – no objections

#### **PLANNING DECISIONS**

06/18/0384/F relocation of wood yard with erection of building with associated hardstanding and retention of existing wood storage areas – Mautby Lane – Decoy Wood (land adj) for NPS – refused  
06/19/0419/F proposed new cattle shed and an extension of an existing agricultural building to create an additional cattle shed – Paston Farm, Mautby Lane, for NCC – granted

06/19/0662/F removal of condition 5 of planning permission 06/19/0419/F proposed new cattle shed and an extension of an existing agricultural building to create an additional cattle shed – Paston Farm, Mautby Lane for NCC - granted with conditions:

Construction works shall not take place outside the following hours:

Mon/Tues/Wed/Thurs/Fri 8.00 – 18.00

Sat 8.30 – 13.30

#### **PLANNING ITEMS**

None

## **11. VILLAGE HALL ELECTRICS & SIDE BOUNDARY FENCE**

PCllr Hodgson declared an interest as the PC VH Committee members dealing with the matter, this was given to PCllr Lamb to look into.

### Electrics

PCllr Hodgson reported Mr Welch has carried out the works and his invoice in this evening for consideration being £2289.00 + VAT

After discussions PCllr Searle proposed the Parish Council pay the invoice £2746, the VH Committee will pay £2246.00 for the works and the PC will claim back the VAT

Seconded PCllr Bishop

All in agreement

### Boundary fence

PCllr Lamb advised the quotes for a 4ft wooden close boarded fence (same height as the VHall boundary wall) with concrete posts and gravel board be fitted have been received from

Burghwood £571.50 + VAT (inc VAT£685.80)

Clarkes Fencing. £595.00 inc VAT

After discussions PCllr Hodgson proposed Clarkes Fencing who are £90.80 cheaper than Burghwood therefore they should carry out the work, seconded PCllr Hewitt, all in agreement.

## **12. WAR MEMORIAL AT MAUTBY**

The Chairman reported the WMT views on the cleaning process was different to the Stone Masons, he has spoken with Colin Smith and he would be happy to carry out the works all as his quote;

Re-face the areas of the base of the memorial to enable the lettering to be re-cut and repaint for a figure of £800.

After discussions PCllr Hodgson proposed the work should be carried out all as Colin Smiths quotation, seconded PCllr Searle, all so in agreement and the work will be completed before 9 May 2020

## **13.SPEED SIGN**

Grant form submitted, CCllr Thirtle is looking into the matter

## **14. RUNHAM LOCATION OF THE DEFIBRILLATOR**

Runham BT kiosk – Sparky Services has said he would move the electrics to the kiosk FOC.

PCllr Lamb proposed they are to be thanked for their kind offer and are requested to go ahead with the work, seconded PCllr Hewitt, all in agreement.

## **15. CORRESPONDENCE**

Correspondence to 21/1/2020 emailed to PCllrs prior to the meeting, it was agreed no action is to be taken

Correspondence to 16/1/20

1. Broads briefing climate change update – emailed to PCllrs prior to meeting
2. Broads local access form consultation finishing date 5/2/20 – emailed to PCllrs prior to meeting

## **16. REPORTS FROM PARISH COUNCILLORS**

Church newsletter – they will include dates of the PC meetings

## **17. VILLAGE HALL COMMITTEE REPORT**

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

Quiz night booked for 14/3

It is with regret to report the VHall Cleaner Patsy Locke has died so they are looking for a replacement.

PCllr Bayfeld is looking into Grants available including WIFI

## **18. FINAL WORD FROM MEMBERS OF THE PUBLIC**

### *Dog bins*

BCllr Thompson offered the PC dog bins, he could provide, maintain and empty them FOC. The PC accepted the offer so long as there were no objections from residents to the sitting.

Date for the next meeting Wednesday 25 March 2020 at 7 30pm

With no further business the meeting closed at 8 45pm

