

**Minutes of the Meeting of Mautby Parish Council held on
Wednesday 26th January 2022 at 7.30pm at Runham Village Hall**

Present: George Gay (Chairman)
Vivyan Bishop
Amanda Bayfield
Dean Hewitt
Jean Hodgson
Hilary Searle
Catherine Moore, Parish Clerk

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

1. Apologies for Absence

Apologies were received from Martin Lamb.

2. Public Forum

a) Public

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b) County Councillor

Not present.

c) Borough Councillor

Borough Councillor Adrian Thompson reported that it was not expected that the concurrent functions grant would be removed immediately but Councils should prepare for this. The Great Yarmouth Local Plan had been adopted and the Filby Neighbourhood Plan was going to referendum. The meeting regarding Paston Farm had not yet been arranged by the County Councillor so Adrian would look to arrange this with the affected parties. Runham Village Hall had applied for their Omicron Covid grant. Adrian had reported a street light near the Green which was missing its top.

3. Declaration of Interest for items on the agenda

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

4. Minutes of the meeting held on Wednesday 26th January 2022

The minutes of the meeting were **agreed** and signed by the Chairman.

5. Matters Arising

a) Church Footpath Application Update

The Clerk reported that there had been no progress with this and that she had been informed that the Council's application was getting near the top of the pile.

b) Bus Shelter Project

The Clerk noted that this would be progressed once the outcome of the Parish Partnership application was known.

6. Accounts for Approval and Payment

a) Financial Update 2021/22

The financial update was presented, noting that the Council had £8,796.94 in the bank at 31st December 2021.

b) Payments

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

C Moore	Salary Dec 2021 & Jan 2022	£264.78
HMRC	PAYE Dec 2021 & Jan 2022	£66.20
C Moore	Expenses Dec 2021 & Jan 2022	£4.05
H Searle	Poppy Appeal Wreath	£40.00
Mautby PCC	Poppy Appeal Wreath	£20.00
Target Trees	Tree Inspections	£276.00

7. **Correspondence**

a) General Correspondence

None.

8. **Planning**

a) New Applications

06/21/0992/F Mautby Workshops, Hall Road, Mautby: Proposed external alterations and associated works to existing workshops to facilitate change of use to two dwellings approved under pp 06/20/0215/PAD.

Support approval.

ACTION: Clerk

b) Decisions

None.

c) Applications Considered Between Meetings

06/21/0963/F 12 Thrigby Road, Runham: Proposed replacement of existing garage with new building 6m x 6m x 4m tall; covered walkway/porch to side elevation with opaque plastic roof; relocation of heating oil tank to front of property.

NO OBJECTIONS

06/21/0936/F 11 Thrigby Road, Runham: Proposed rear extension to create annex and front extensions to lounge, study and bedrooms.

NO OBJECTIONS

BA/2021/0400/FUL Mautby Marsh Farm, River Cottage, Marsh Farm (Track), Mautby: Detached residential annex.

NO OBJECTIONS

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

a) Risk Assessments and Defect Reports

Nothing to report.

b) Village Green

The works to the village green were waiting for better weather. The Clerk advised that the insurers would take a sensible view and that Councils were not expected to level off pieces of land to ensure a smooth surface. If it was known to be pitted an 'uneven ground' sign could be put up and would be adequate, as walkers were expected to take some responsibility for themselves.

c) Village Hall Committee Report

The Village Hall Committee was planning a Jubilee celebration on Sunday 5th June 2022 and would circulate more information in due course. ~~Money was available for a beacon lighting event on the Thursday evening.~~ The Committee had been trying to get contractors out to price for works, without success. The Committee was looking

into weekly deep cleans of the Hall. It was noted that the projector was shared cost for any repairs, and should be stored securely.

d) Policing and Vandalism

Reports were circulated by email and a SNAP meeting was coming up.

e) SAM2 Results

Dean Hewitt reported that the device had been in Stokesby for four weeks and was now in Runham at the church end of the village. Future results would be circulated by email.

10. Other Matters

a) Tree Inspection Report

The Clerk presented the tree inspection report and identified works required. Prices would be sought for these works. It had been suggested that the trees in the hedge line were in the responsibility of the Parish Council, and it was felt that the Council had a duty to carry out works identified to ensure safety for users of the Green.

ACTION: Clerk

b) Memorial Plaque for Shirley Weymouth

The Clerk presented prices for a small memorial plaque mounted on a wood base, which could be displayed in the Village Hall. It was **agreed** to purchase a plaque at a cost of approximately £65, and the Clerk was asked to check that Shirley had started with the Council in 2000.

ACTION: Clerk

It was noted that the bench at the triangle would need replacing in around 3 years time.

c) Queen's Platinum Jubilee Beacons Project

Covered earlier in the meeting.

d) Budget and Precept 2022/23

The draft budget was presented. It was **agreed** to set the precept at £4,143, which was a Band D of £28.97, 58.98% increase.

ACTION: Clerk

e) Appointment of Internal Auditor 2021/22

It was **agreed** to appoint Kerrie Wilson as the Internal Auditor, proposed by Jean Hodgson, seconded by Hilary Searle, all in favour.

ACTION: Clerk

f) Date of Annual Parish Meeting

It was **agreed** that the Annual Parish Meeting would be on Wednesday 25th May 2022 at 7pm, and that residents could be invited via a letter drop.

ACTION: Clerk

11. Any Further Business (for information only)

It was suggested that defibrillator training could be offered in the parish, and the Clerk was asked to put this onto the next agenda.

ACTION: Clerk

The new walking leaflets from the Paston Project were highlighted, it was felt that this was a great project.

Dean Hewitt reported that bulbs had been planted in the following locations:

- In front of the church
- At the church sign
- At the Mautby triangle
- At the Runham triangle
- At the bottom of Short Lane

- Both sides of the path from the chapel to the church
- Outside the Village Hall

The Clerk was asked to email out to Councillors for agenda items a fortnight before the meeting.

ACTION: Clerk

The Clerk was asked to remove the Youth Club from the website as this was no longer operating.

ACTION: Clerk

It was noted that the Village Hall was looking for a self-employed caretaker.

The Clerk was asked to supply a direct link to all Broads Authority planning applications. It was noted that this was not possible as the Broads Authority Planning pages required the user to actively agree to the terms of use by clicking on a link on the website. It was acknowledged that the Broads Authority Planning pages were probably the most difficult to navigate.

Public Session

A member of the public asked for progress on the Paston Farm situation. It was noted that Borough Councillor Adrian Thompson would be setting up a meeting with the concerned parties, and that there was a stalemate between planning and Norfolk County Council. It was felt that the planning application needed to be determined or withdrawn and the Clerk was asked to contact Planning for a progress report.

ACTION: Clerk

The Chairman reported that he would be standing down from the Council in May 2022.

12. Date of Next Meeting

Wednesday 30th March 2022 7.30pm Runham Village Hall

The meeting closed at 8.35pm.

CHAIRMAN