

**Minutes of the Meeting of Mautby Parish Council held on
Wednesday 30th November 2022 at 7.30pm at Stokesby Community Centre**

Present: Amanda Bayfield (Vice Chairman in the Chair)
Vivyan Bishop
Mark Bullent
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 Martin Lamb.

2. Public Forum

a) Public

A member of the public noted that they were here to discuss the village hall which had been closed and an event cancelled due to the situation.

Concern was expressed regarding who owned the walls around the village hall; what the safety of the bell tower was; noting that the guttering needed clearing; and when the last risk assessment of the structure had been carried out.

b) County Councillor

Not present.

c) Borough Councillor

Borough Councillor Adrian Thompson reported that the Market Lane sign had been ordered. Bulbs had been dropped off. Verges had been cut. Everyone would be receiving information on the cost of living crisis shortly. Foodbanks were still being used, and a reuse shop had been opened near Filby shop to help communities. GYBC had had a peer review recently by another council. The Paston Farm (Hall Farm) application continued to drag on, all information was on the website and further information had been requested from Norfolk County Council.

3. Reports from Councillors and Outside Bodies

a) Village Hall Committee Report

Amanda Bayfield reported that a part of the ceiling had come down, and daylight could be seen right through. The Hall had been closed with immediate effect. The Village Hall Committee had been to look at the Hall, there was concern regarding the safety of the bell tower, missing pointing, and damp areas. A lot of work was required. A builder had been appointed 8 months ago, the Clerk had chased and Amanda had called them regarding the works. However they could not supply risk assessments or method statements and did not go back to the Clerk to decline the work. Following Amanda's conversation this week the price would be honoured, however a risk assessment could not be provided therefore it was felt that it would not be appropriate to appoint them.

Amanda had spoken to another builder who had visited on Saturday who would return on Thursday to carry out a full assessment and give a price. Another builder would be coming out on Saturday to look at it, however full works couldn't be carried out until late January / early February, however he would have to assess how much work would be required for urgent works.

The Clerk had started an insurance claim, it was noted that this did not cover loss of income. It was not yet known whether the insurance would pay.

It was confirmed that the first builder could provide scaffolding. It was not yet known what timescales would be for him.

It was suggested that the bell tower could be removed, Amanda would include this as an option to be priced.

The other question was whether the Parish needed a village hall and whether it could be sustained by the Parish Council. It was suggested that the parishioners could be questioned as to whether they wanted a village hall and whether they were prepared to pay for it through the precept. It was noted that it was not well used.

It was suggested that a price should be sought for full renovation broken down into remedial repairs, then required works, and then renovations. It was suggested that in the short term a contractor would be asked to erect a scaffold around the bell tower to make it safe if it fell – Vivyan Bishop agreed to speak to the local scaffolder.

ACTION: VB

Amanda Bayfield **agreed** to pursue the builders for the quotes and would strive to get a further two quotes.

ACTION: AB

It was **agreed** to delegate the Clerk to authorise up to £4,000 for urgent repairs to make the building watertight, proposed George Gay, seconded by Jean Hodgson, 5 in favour, 1 against, motion carried.

It was **agreed** to delegate to the Clerk to authorise the removal of the bell tower if the builder advised it's unsafe, proposed by Jean Hodgson, seconded by Amanda Bayfield, 5 in favour, 1 against, motion carried.

It was **agreed** that an extra meeting would be called if necessary.

It was **agreed** to get a valuation of the building.

ACTION: Clerk

4. Declaration of Interest for items on the agenda

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

5. Minutes of the meeting held on Wednesday 28th September 2022

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

6. Minutes of the meeting held on Wednesday 31st October 2022

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

7. Matters Arising

a) Church Footpath Application Update

The Clerk reported that no further update had been received.

b) Bus Shelter Project

The Clerk reported that time had not yet allowed such a large project as designing an information point ahead of seeking funding. This would be progressed if time allowed, however the Parish Partnership funding would expire in March 2023.

Further funding had not been found yet.

ACTION: ALL

c) Hall Farm Planning Update

Covered in the Borough Councillor report.

d) Additional Bank Signatories

The Clerk reported that the bank signatories had been added.

- e) Road markings on junction on concrete road
The Clerk noted that the works had been ordered by Norfolk County Council. These had not been done, the Clerk was asked to chase this up. **ACTION: Clerk**
- f) Broken Footpath Bridge
The Clerk had reported the broken footpath bridge. This had not been fixed, the Clerk was asked to chase this up. **ACTION: Clerk**
- g) Noise from Feed Delivery Lorries
The Clerk had made contact via the company's online feedback form. This was more of a problem in the summer.
- h) Defibrillator Pads
Amanda would chase up the replacement pads which would expire in December 2022. **ACTION: AH**
- i) Ownership of the Village Green
The Clerk would look further into this. **ACTION: Clerk**
- j) Road Safety Community Fund
It had not been possible to apply for an extension to the 30mph limits through Andy Grant.
- k) Manhole outside the Village Hall
This had not been fixed, the Clerk was asked to chase this up. **ACTION: Clerk**

8. Accounts for Approval and Payment

- a) Financial Update 2022/23
The financial update was presented, noting that the Council had £12,680.03 in the bank at 31st October 2022. The precept and concurrent functions had been received (£3,823.50).
The Clerk was asked to get the price for next years grass cutting from Maple Tree Services. **ACTION: Clerk**
- b) Grass Cutting Grant, Mautby Church
A request had been made to pay £1,096 to Mautby Church for grass cutting for the 2023 season, it was **agreed** to pay this, proposed by Vivyan Bishop, seconded by Jean Hodgson, all in favour.

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

| | | |
|---------------------|------------------------------|-----------|
| C Moore | Salary Oct & Nov 2022 | £300.35 |
| HMRC | PAYE Oct & Nov 2022 | £75.20 |
| C Moore | Expenses Oct & Nov 2022 | £8.10* |
| England & Co | First Registration - Balance | £272.00 |
| Norfolk PTS | New Councillor Training | £55.00 |
| The Poppy Appeal | Donation – 3 Wreaths | £60.00 |
| Maple Tree Services | Grounds Maintenance 2022 | £1,880.00 |

* Mileage £8.10

9. Correspondence

a) Continuation of Public Space Protection Order – Dog Control

It was noted that the Borough Council were consulting on the continuation of the dog control PSPO, it was **agreed** to support this. **ACTION: Clerk**
It was noted that the dog bin was well used.

b) General Correspondence

None.

10. Planning

a) New Applications

06/22/0934/F Hall Farm, Hall Road Mautby: Proposed retrospective installation of concrete hardstanding for operational farm use.

It was noted that the correct address was Paston Farm. It was **agreed** that there were no views or comments. **ACTION: Clerk**

06/22/0976/F 12 Thrigby Road, Runham: Proposed addition of porch over front door with flat roof; Cladding to be added to existing garage

It was **agreed** that there were no views or comments. **ACTION: Clerk**

b) Decisions

None.

c) Applications Considered Between Meetings

None.

11. Reports from Councillors and Outside Bodies

a) Risk Assessments and Defect Reports

It was noted that the leaves were blocking the drain at the bottom of Thrigby Road was being cleared regularly by Mark Bullent.

b) Village Hall Committee Report

Covered earlier in the agenda.

c) Village Green

The work to lift the signage had not yet been done. The tree planting had been completed.

d) Policing and Vandalism

No report. There had been issues with the church car park and bonfires being lit, this had not been seen again. PC Gary May would be in Runham on 7th December from 1.15 – 2pm, this would be publicised on the website. **ACTION: Clerk**
Amanda Bayfield would arrange for it to be put on the Facebook page. **ACTION: AB**

e) SAM2 Results

Dean Hewitt reported that the sign had been moved to the bowling green. There were 13,506 vehicle movements in 5 weeks which seemed high but the Billockby junction had been under lights during that time. 85% of vehicles were under 30mph. Stokesby had requested assistance to understand how to deploy the sign, this would be referred to the contact in Filby.

12. Other Matters

a) Dignity at Work Policy

The Dignity at Work Policy was **agreed**, proposed by Amanda Bayfield, seconded by Jean Hodgson, all in favour. **ACTION: Clerk**

b) Draft Budget and Precept 2023/24

The draft budget was discussed, including adding money for village hall repairs. It was noted that there would be a significant increase again as the Council had precepted at such a low level previously. It was felt that the Village Hall Committee needed to contribute more towards the structural repairs. It was felt that the village should be surveyed to ask what they wanted for the village hall. It was suggested that grants could be found for many of the internal upgrades. The Clerk was asked to circulate the adjusted budget for councillors to look over. **ACTION: Clerk**

c) Meeting Dates 2023

The meeting dates were **agreed**. Jean Hodgson would check whether the regular group on the third Wednesday of the month could move their meeting, as the meeting would need to be held between Tuesday 9th and Monday 22nd May 2023.

13. Reports from Councillors (for information only)

None.

14. Date of Next Meeting

Wednesday 25th January 2023 7.30pm, (TBC) Stokesby Community Centre

The meeting closed at 9.25pm.

CHAIRMAN