

**Minutes of the Meeting of Mautby Parish Council held on
Wednesday 25th September 2024 at 7.30pm at Runham Village Hall**

Present: Mark Bullent (Chairperson)
Vivyan Bishop
Ruth Easter
Sarah Flatman
Jean Hodgson
Catherine Moore, Parish Clerk

Also present: Borough Councillor Adrian Thompson and 1 member of the public.

1. Apologies for Absence

Apologies for absence were received from Amanda Bayfield.

2. Co-option of Parish Councillors

There had been no applications for co-option.

3. Public Forum

a) Public

A member of the public noted that the public footpath sign had been knocked down outside Mautby Lodge and needed reinstating.

ACTION: Clerk

b) County Councillor

Not present.

c) Borough Councillor

Adrian Thompson reported that the timeline for the revised Local Plan was being brought forward due to the housing allocations being changed by the new government. The Borough Council was looking to fast track the new Local Plan to meet the governments deadline to keep lower housing allocations.

1,100 houses were being built in Caister on Sea, which would have an impact on vehicle movements through Filby and therefore junctions from road from Mautby and Runham. The A47 was being reduced to 50mph which could push even more vehicles through as the A1064 would still be 60mph.

The bulbs had been delivered, and the flagpole had been moved. Neighbourhood Watch signs were also delivered.

4. Declaration of Interest for items on the agenda

Jean Hodgson declared an interest in the Village Hall as a member of the Village Hall Committee.

5. Minutes of the meeting held on Wednesday 24th July 2024

The minutes of the meeting were **agreed** and signed by the Chairperson, proposed by Vivyan Bishop, seconded by Jean Hodgson, all in favour.

6. Matters Arising

a) Repair of Potholes

It was noted that there were still some outstanding potholes to be filled, but they had been marked out for repair. There were some potholes at Lacons Corner, Sarah Flatman would send the information.

ACTION: SF / Clerk

b) Drainage Works at Blanks Close

It was noted that the works had been done and the proof would be in a heavy rain.

c) Flagpole at Runham Village Hall

It was noted that this had now been moved and the original location had been capped off.

7. Accounts for Approval and Payment

a) Financial Update 2024/25

The financial update was presented, noting that the Council had £14,789.00 in the bank at 15th September 2024. Of this, £11,140.86 was in earmarked reserves, which included £2,240.86 in the Village Hall Repairs fund. Receipts since the last meeting were:

➤ £26.77 - Lloyds Interest

b) Payments

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

C Moore	Salary August & September 2024	£327.70
HMRC	PAYE August & September 2024	£81.80
Mautby PCC	Remembrance Wreath	£20.00
PKF Littlejohn	External Audit	£504.00

8. Correspondence and Consultations

a) General Correspondence

It was noted that the 50mph Acle Straight consultation had been circulated but no responses were received, so a response had not been submitted.

9. Planning

a) New Applications

None.

b) Applications Considered Between Meetings

None.

c) Decisions

None.

10. Reports from Councillors and Outside Bodies

a) General Village Maintenance

It was noted that the street lights had not yet been replaced.

b) Village Hall Committee Report

Amanda Bayfield sent a written report noting that the Village Hall AGM had been held on 3rd September 2024. The fire risk assessment had been completed and an action plan put together. Activities and events continued, with lunch club being held on the second Monday of the month, a treasure hunt, and a quiz night planned. A quote was being prepared for solar energy. Further minor works were being completed on an ongoing basis.

It was noted that the smoke alarms would be regularly tested, and that they were interlinked within the building.

The emptying and rodding of the septic tank was discussed, and a request was made that the lease be amended to turn this over to the Parish Council. Enquiries would be made to the location of the septic tank and the lease amendment would be discussed at a later date.

The risk assessment and building plan was signed off by the Chairperson.

A gate had been requested to the side of the Hall, prices would be sought for a future meeting.

The Hall had received a 5 rating from Environmental Health.

Sarah Flatman would produce an asbestos management plan. **ACTION: SF**

c) Village Green

Mark Bullent reported that he hadn't been able to make contact with the mole catcher. Adrian Thompson was seeing him soon and would ask him to make contact.

ACTION: AT

d) Policing and Vandalism

It was noted that Runham Church had been vandalised recently.

e) SAM2 Results

The results were summarised and would be made available on the website.

11. Other Matters

a) Parish Partnership Scheme 2025/26

The Parish Partnership Scheme was open for applications, with the deadline being early December. Any projects would need to feed into the draft budget in November. Parking was discussed for the village hall, it wasn't clear what would be needed to do this.

b) Biodiversity Action Plan

Ruth Easter presented the draft Biodiversity Action Plan. It was agreed that bird boxes would be welcomed. It was suggested that parishioners could be surveyed to see what level of engagement they wanted in environmental issues. A volunteer would be needed to take forward the practical elements of this work. Ruth Easter would take this forward.

ACTION: RE

c) Update on Footpath Extension Application

The Clerk reported that she had been in contact with npLaw, the original solicitor dealing with this had left, and she was waiting for an update from the new contact.

d) Grass Cutting Contracts

Ruth Easter asked whether the grass cutting contracts were tendered. It was noted that they had been tendered three years ago. It was **agreed** to go out to tender for the Village Green and Runham Church for the November meeting.

ACTION: Clerk

12. Reports from Councillors (for information only)

Sarah Flatman asked about the dykes at Runham, the internal drainage board had been out to look and agreed they needed clearing. It was suggested that the IDB could be contacted to clear these.

ACTION: SF

It was noted that the play equipment needed painting and some bird deterrents. Adrian Thompson had asked the Borough Council to come and look at this.

13. Date of Next Meeting

Wednesday 27th November 2024 7.30pm, Runham Village Hall.

The meeting closed at 8.50pm.

CHAIRMAN