

**Minutes of the Meeting of Mautby Parish Council held on
Wednesday 27th March 2024 at 7.30pm at Runham Village Hall**

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

Also present: Borough Councillor Adrian Thompson and 6 members 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. It was noted that Dean Hewitt had been disqualified as a councillor through non-attendance for six calendar months.

3. Public Forum

a) Public

A member of the public noted that the grass triangle at the phone box had been used as a parking area, the individual parking there had been challenged and had been quite rude about it. The Clerk was asked to chase Andy Grant again regarding parking bays next to the triangle and the Green, and to put this onto the next agenda.

ACTION: Clerk

b) County Councillor

Not present.

c) Borough Councillor

Adrian Thompson reported that a grit bin had been installed at Lacons Corner, this needed to be added to the Asset Register and to Highways filling schedule.

ACTION: Clerk

It was hoped that a linking service could be set up to meet the No. 7 bus at Filby. Better Broadband for Norfolk needed to be monitored as reliability was an issue.

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 31st January 2024

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

6. Matters Arising

a) Replacement of rotten lampposts

The Clerk confirmed that she had reported the rotten lampposts to Great Yarmouth Borough Council. Adrian Thompson would chase this up.

b) Repair of Potholes

The Clerk confirmed that she had reported the potholes to Norfolk County Council.

- c) B-Line
 The information regarding B-Lines had been circulated with the agenda. Ruth Easter was waiting for a response from the local representative, and suggested that bug hotels could be put onto the village green in consultation with a village hall event. The village hall could be involved in supporting the litter picking, and other general environmental matters.

7. Accounts for Approval and Payment

a) Financial Update 2023/24

The financial update was presented, noting that the Council had £23,168.38 in the bank at 29th February 2024. Of this, £20,265.45 was in earmarked reserves, which included £11,515.45 in the Village Hall Repairs fund. Receipts since the last meeting were:

- £50.80 - Lloyds Interest

b) Payments

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

C Moore	Salary Feb & Mar 2024	£310.90
HMRC	PAYE Feb & Mar 2024	£77.80
C Moore	Expenses Feb & Mar 2024	£12.15
S Bloomfield	Flooring, Village Hall	£849.95
Runham Village Hall	Electricity Contribution	£300.00
Norfolk PTS	Training	£55.00
Andrew Etheridge	Village Hall Decorating	£3,216.00

8. Correspondence

a) Great Yarmouth First Draft Local Plan Consultation

It was noted that this was an important consultation, and was the public's opportunity to shape planning policy to 2041. There were no allocated sites in Mautby parish. Developers were now required to have 25% affordable housing, as well as net biodiversity gain.

It was **agreed** that Mark Bullent and Ruth Easter would attend the parish council briefing on 10th April 2024, the Clerk was asked to book this in. **ACTION: Clerk**

b) Great Yarmouth Preliminary Consultation on Potential Community Infrastructure Levy Rates

It was noted that GYBC were planning to introduce CIL in place of Section 106, which would give funding to parishes and the borough for infrastructure improvements.

c) General Correspondence

None.

9. Planning

a) New Applications

None.

b) Applications Considered Between Meetings

None.

c) Decisions

BA/2023/0415/HOUSEH River Cottage, Mautby Marsh Farm, Mautby: Retention of gate and fence for 5 years. **APPROVED**

10. Reports from Councillors and Outside Bodies

a) General Village Maintenance

Ruth Easter noted that potholes needed to be filled, these had been reported.

b) Village Hall Committee Report

Jean Hodgson reported that a spring newsletter had been issued. Kitchen equipment had been bought and the Hall had been decorated. Monthly lunches for residents would be provided, and the Quiz Night would be reintroduced.

Some remedial works were required, stain block had been put above the old fireplace. The flat roof needed looking at, and a letter had been drafted to Cowills and would be sent to Ruth Easter to look over. The decorator was thanked for the remedial works he had done for free.

There were some issues with drainage and soakaways, and drainpipes.

The heating was inadequate and needed to be addressed with the builders. Mark Bullent was looking at some grant funding.

Solar panels could be considered, although these would need planning permission.

There were further works to be completed.

There was just under £8,300 left in the funding pot.

An opening event would be taking place on Easter Sunday from 10am to 12noon, with activities and information available.

Action Points:

- Amanda Bayfield to update letter and send to Ruth Easter, then to send to Cowills. **ACTION: AB**
- The back wall needed re-rendering, the old chimney needed re-pointing, the flat roof needed to be inspected. Quotes would be obtained for builders. **ACTION: JH / MB**
- The guttering and downpipes were blocked and needed to be replaced / clean. A drainage consultant was needed to look at the overall drainage issues and find a solution. It was suggested that East Coast Drains could be approached. **ACTION: MB**

c) Village Green

The Clerk reported that the cost of mole control would be £180 to catch the mole, or £550 per year for regular visits. Mark Bullent would speak to someone else about this, and Adrian would speak to Filby's mole catcher about this. **ACTION: MB / AT**

d) Policing and Vandalism

None.

e) SAM2 Results

The SAM2 had been retrieved and had deployed. The data download would be the next step.

11. Other Matters

a) Mains Sewerage to Parish

This action would be carried forward.

ACTION: Clerk

b) Biodiversity Policy

The draft Biodiversity Policy was agreed.

'No Mow May' was considered, with the response from the contractor read out. It was agreed to go ahead with all the suggestions, other than the 2 metre grass strip which needed a width cut for walking, but to leave everything from the daffodils back.
ACTION: Clerk

c) Asset Register and Insured Assets

The Asset Register was considered. The Village Hall Committee was asked to consider their inventory of assets and give a figure for the insurance renewal. The bus shelter needed to be added to the asset register.
ACTION: Clerk

d) Review of Policy Documents

The following documents were reviewed with minor amendments made. It was **agreed** to change 'Chairman' to 'Chairperson' within the policies, and to change 'he/she' to 'they'. With these amendments the policies were **agreed**:

- Data Protection Policy and Privacy Statement
- Health and Safety Policy
- Financial Regulations
- Standing Orders

These would be updated on the website.
ACTION: Clerk

12. Reports from Councillors (for information only)

It was noted that a large shed had appeared and had doubled the footprint of the old one. The Clerk was asked to report this.
ACTION: Clerk

It was noted that bin collection days were changing, yellow tags had been added to bin, and letters had been sent. It was felt that a lot of money had been wasted on how this had been communicated, especially where there were no material changes.

13. Date of Next Meeting

Wednesday 22nd May 2024 7.30pm, Runham Village Hall.

The meeting closed at 8.45pm.

CHAIRMAN