

Marham Parish Council

Minutes of the Council Meeting held Wednesday, 12th February 2020 at 7.00pm in the Village Hall, Marham

Present:	Chairman	Cllr I Barrett
	Vice Chairman	Cllr P Walsingham
	Councillors	Cllr R Allerton
		Cllr C Child
		Cllr D Flatt
		Cllr T Harrison
		Cllr J Hipperson
		Cllr E Rix-Clark
	RAF Representative	WO G Spark
	Parish Clerk	Mrs S Porter
	Member(s) of Public	2

19. Declarations of interest and requests for dispensation

The Chairman, Cllr Barrett, declared a Pecuniary Interest in Item 25.5, Bills for Payment, as this related to a direct financial imbursement to her.

The Vice Chairman, Cllr Walsingham, declared a Pecuniary Interest in Item 25.5, Bills for Payment, as this related to a direct financial imbursement to him.

Cllr Harrison declared a Personal Interest in Item 30.6, PRoW's, as he was the keyholder for the Hoggs Drove footpath.

Cllr Flatt declared a Pecuniary Interest in Item 35.5, Bookings Officer's contract, as she was the wife of the contractor.

There were no further declarations of interest declared at this item and no requests for dispensation.

20. Apologies for absence

Apologies for absence had been received from Cllr G Bucke (holiday), Cllr S Canham (holiday), Borough Cllr G Hipperson (Civic duties) and Borough Cllr M Howland (prior commitment).

The apologies were accepted.

21. Approval of the minutes of the Parish Council meeting

Proposed – Cllr Allerton

Seconded – Cllr Harrison

That the minutes of the Council Meeting held on Wednesday, 8th January 2020 (items 1-18) are approved and signed as a true and accurate record.

All in favour

The Chairman, Cllr Barrett, duly signed and dated the minutes of the meeting.

22. Update on previous minutes (not listed elsewhere on the agenda)

There was nothing to report to the meeting.

23. Casual vacancy

The Chairman, Cllr Barrett, reported that there had been no requests to fill the vacancy by election and the casual vacancy had subsequently been advertised. There had been no applications to date.

PUBLIC OPEN FORUM

The Chairman, Cllr Barrett, adjourned the meeting at 7.05pm.

Reports

County Councillor

County Cllr Middleton was not present at the meeting and no prior written report had been received.

Borough Councillors

In his absence, Borough Cllr Hipperson had submitted a written report. The Chairman, Cllr Barrett, read the report to the meeting as follows:

As you may have read in the press, the latest environmental motion put before the Council was referred to the Cabinet.

Shouldham Parish Council is drawing up enhanced procedures for dealing with planning applications. This follows the granting of an application under officers delegated powers that the objectors and Parish Council were expecting to go to the Full Planning Committee and did not. The Shouldham Clerk will inform you of what they decide. You may be aware that when the Parish and the Borough disagree an application this does not now automatically then go before the Full Planning Committee for determination. It is still my opinion that Parish Councils benefit from putting a neighbourhood plan in place.

In his absence, Borough Cllr Howland had submitted a written report. The Chairman, Cllr Barrett, read the report to the meeting as follows:

In January I attended a Regeneration & Development Panel in which discussions took place regarding increasing the car parking charges in King’s Lynn and I took the opportunity to challenge the cost of parking at the Queen Elizabeth Hospital. I have had many discussions with members of public who feel additional pressure to put in the correct amount of money into the parking machines and very often over or underpay when visiting friends and family. Staff also have to pay to park and patients have missed appointments as they couldn’t find a place to park. I suggested to the Portfolio Holder Cllr Paul Kunes that visitors should pay on exit, and only pay for the time that are parked but he felt it would cost the Hospital a lot of money to install machines and barriers. I felt that once installed, everybody would benefit for years to come.

I have been asked what I do as a Borough Councillor. Well I can tell you, in January I attended five Parish Councils, Treasury Awareness Training, King’s Lynn Conservancy Board, Members Training & Finance, East of Ouse & Polver Internal Drainage Board, Planning Sifting, Full Borough Council and I also sit on the Planning Committee.

After the two vehicle accidents on the A10 & A134 I have asked both County Councillors Brian Long and Graham Middleton to look into possible speed reductions and we will have to wait and see what happens next.

Other news; if Councillors are not able to acquire a copy of the Local Paper and want to catch up on local news and events, it can be downloaded onto your iPad, phone or computer.

RAF Marham

WO Spark reported that Her Majesty The Queen had visited RAF Marham on Monday, 3rd February 2020. This was in her role as The Honorary Air Commodore of RAF Marham. She was presented with flowers from children of Cherry Tree Academy, who also lined the route at the main gate to welcome her to the Station.

Both Squadrons 207 Sqn and 617 Sqn were currently deployed away from the unit training but would be returning in the next few weeks, when the normal level of air activity would resume around the local area.

500 trees were due to be delivered to the unit as part of an ongoing programme to replant Ladywood. These trees would be available to adopt for £5.00, with proceeds going to charity.

Individuals adopting a tree would receive a certificate and tagged tree. This was open to anyone globally, not just residents of Marham. Anyone interested should contact WO Spark, Community Support.

In light of the recent burglaries, enhanced patrols by the RAF were currently being carried out on the Base and around the village.

The library and Community Hub had recently swapped premises. The library would be open to the community within the next two weeks.

Public Participation

A member of public enquired whether an additional noticeboard could be placed on the Hillside green for village events to be advertised. It was noted that this was BCKL&WN land and permission would need to be sought from them. Councillors felt that a noticeboard could be placed at the entrance to the Cemetery. The Vice Chairman, Cllr Walsingham, would investigate this.

The same member of public reported that the Church had suggested holding a scarecrow event in conjunction with a Parish Council event to help raise funds for the Church. Councillors felt this could be achieved on the same day as the Yard Sale. Members of the Events Working Group would liaise with the Church regarding this.

The same member of public further enquired whether there were any community bus services available in Marham for the elderly. It was felt that the Parish Council would not be able to consider this but suggested that enquiries be made with the BCKL&WN in the first instance and that Dial A Bus may be able to offer its services. It was noted that Driving Miss Daisy was also available nationwide.

The Chairman, Cllr Barrett, resumed the meeting at 7.26pm.

24. Village Hall Planning Application

24.1. Planning Application Fees

The Architect, Mr J Stephenson, had submitted his fees of £800.00 for preparing the new Village Hall plans and the BCKL&WN's submission fees of £462.00. These had been circulated with the agenda.

Proposed – Cllr Child

Seconded – Cllr Harrison

That the Council approves the Architect fees of £800.00 for the preparation of the revised Village Hall drawings and the BCKL&WN planning application submission fees of £462.00 (total £1,262.00).

All in favour

The Clerk would contact Mr Stephenson to request that the plans be submitted to the BCKL&WN with immediate effect.

24.2. Open Day, Saturday, 29th February 2020

The Chairman, Cllr Barrett, reported that the Open Day would be held on Saturday, 29th February 2020 from 10.00am-2.00pm and confirmed that Mr Stephenson would be present.

24.3. Open Day Invitations

The Clerk had circulated the BCKL&WN costs for printing the Open Day invitations with the agenda. They were as follows:

450 single sided A4 white paper black print	£7.73 + £1.55 VAT (total £9.28)
450 single sided A4 white paper colour print	£42.08 + £8.42 VAT (total £50.50)

Proposed – Cllr Child

Seconded – Cllr Harrison

That the Council approves the BCKL&WN printing of 450 single sided A4 Village Hall Open Day invitations printed in black on white paper at a cost of £7.73 + £1.55 VAT (total £9.28).

All in favour

The Clerk would submit the order to the BCKL&WN.

Cllr Child agreed to collect the invitations upon completion and collate them into Councillor rounds ready for immediate delivery to all residents in the village.

24.4. Stage 1 Bid Writing Information

The Clerk had completed the initial information required by Mr T Wall, funding application writer, in readiness for the grant applications. This had been circulated with the agenda. The details outstanding were as follows:

Drawings	Completion due when plans online on the BCKL&WN website
Costings	Scheme costs to be investigated following planning approval
Council Financial Contribution	Unknown at this stage until sale of land takes place
Site Photographs	To be taken when weather improves
Details of Land Ownership	Title Deeds not available for the land – to be purchased

It was agreed for the Council to hold an informal meeting in the Village Hall on Monday, 17th February 2020 to discuss the Stage 1 requirements.

The Clerk reported that Title Deeds could only be obtained at a reduced rate for residential properties and that the cost might be up to £30.00 to obtain them for the Village Hall. In the first instance, the Clerk would contact the Solicitor to investigate whether the Deeds could be obtained more competitively by them.

Proposed – Cllr Child

Seconded – Vice Chairman, Cllr Walsingham

That the Council approves the Clerk obtaining Title Deeds for the whole Village Hall site at a maximum cost of up £100.00.

All in favour

24.5. Stage 1 Bid Writing Fees

The Funding Application Writer, Mr T Wall, had submitted his stage 1 fees of £325.00 for preparing funding applications for the Village Hall. This had been circulated with the agenda.

Proposed – Cllr Child

Seconded – Cllr Flatt

That the Council approves the Stage 1 Funding Application Writing fees of £325.00 for preparing funding applications for the Village Hall at a cost of £325.00.

All in favour

25. Finance

25.1. Bank Reconciliation

The Clerk had circulated the Finance Master summary to date, bank account statements and bank reconciliation for period ending January 2020 with the agenda. The bank balances were as follows:

January 2020

Bank Reconciliation	Community Account (£)	Business Account (£)
Bank Statement Start Balances	2,793.00	78,268.60
Total Opening Bank Balances		81,061.60
Unpresented Cheques B/F	-	-
Unpresented Receipts B/F	-	-
Council Opening Balances	2,793.00	78,268.60
Council Total Opening Balances		81,061.60
Receipts	30.00	-
Payments	- 1,520.94	-
Bank Statement Close Balances	1,302.06	78,268.60
Total Closing Bank Balances		79,570.66
Unpresented Cheques	- 127.50	-
Unpresented Receipts	-	-
Council Closing Balances	1,174.56	78,268.60
Council Total Closing Balances		79,443.16
Earmarked Funds		
Operating Costs (6 Months)		20,000.00
Pensions Contribution		1,000.00
Village Hall Alterations		16,695.00
Elections (5 Year to £1000) Year 4		2,337.60
Parish Plan Review		1,000.00
Emergency Plan (5 Year to £2000) Year 4		2,000.00
Electrical Check Village Hall (3 Year to £450)		-
Electrical Check Pavilion (3 Year to £750)		-
Tree Safety Maintenance		1,000.00
Churchyard Wall Maintenance & Restoration		8,356.06
Master Key Deposits Held		30.00
Allotment Deposits Held		570.00
Allotment Fencing (5 Year to £1000) Year 1		600.00
Street Lighting		1,500.00
Village Hall Fencing		2,000.00
Village Hall Disabled Toilet Fundraising		4,208.34
Events Goods and Equipment		157.35
Village Signs		747.00
CIL Payments		84.60
Total Earmarked Reserves		62,285.95

Reconciliation Community Account (£)	
Bank Statement 01.01.2020	2,793.00
Receipts	30.00
Payments Cleared	- 1,520.94
Bank Statement 31.01.2020	1,302.06
Unpresented Cheques	
103513	- 127.50
	- 127.50
Unpresented Receipts	
	-
Council Closing Balance	1,174.56

Reconciliation Business Account (£)	
Bank Statement 01.01.2020	78,268.60
Receipts	-
Payments Cleared	-
Bank Statement 31.01.2020	78,268.60
Unpresented Cheques	
	-
Unpresented Receipts	
	-
Council Closing Balance	78,268.60
Council Total Closing Balances	79,443.16

Council Total Closing Balances	79,443.16		
Council Total Earmarked Reserves	62,285.95	Council Remaining Available Precept	17,157.21

Chairman Signed Dated

25.2. Earmarked Reserves

At the previous meeting, Councillors had agreed to vire £2,700 from the Churchyard Wall Maintenance and Restoration Earmarked Reserves into the PROW Legal Representation Earmarked Reserves.

Proposed – Cllr Child

Seconded – Cllr Hipperson

That £2,700 is vired from the Churchyard Wall Maintenance and Restoration Earmarked Reserves into the PROW’s Earmarked Reserves.

All in favour

25.3. Millennium Green bench Memorial Plaque

Cllr Harrison had obtained three quotations for a memorial plaque for the new Millennium Green bench and these had been circulated with the agenda. They were as follows:

Derwent Laser Crafts (Amazon)	7” x 3” Acrylic	£9.13 + £1.82 VAT (total £10.95)
Jati (Amazon)	200mm x 50mm Solid Brass	£33.33 + £6.67 VAT (total £40.00)
The Engraving Workshop	8” x 2” Stainless Steel	£35.42 + £7.08 VAT (total £42.50)

A short discussion took place and Councillors felt that the most durable plaque would be the stainless steel one.

Proposed – Cllr Flatt

Seconded – Cllr Child

That the Council purchases a stainless steel 8” x 2” memorial plaque from The Engraving Workshop at a cost of £35.42 + £7.08 VAT (total £42.50).

All in favour

The Clerk would order the plaque with the Council Debit Card.

25.4. Internal Finance Control

The Chairman, Cllr Barrett, reported that it was good practice for the Council to have internal finance control and because Cllr Wilson-Low had resigned, this position was open. Cllr Rix-Clarke was duly appointed as the internal Finance Control.

The Clerk would arrange a date to meet with Cllr Rix-Clarke to go through the accounts and procedures required for this role.

25.5. Pre-authorised payments, receipts and pending disbursements

The Chairman, Cllr Barrett, and Vice Chairman, Cllr Walsingham, had declared a Pecuniary interest in this item.

The Clerk had circulated the payments and receipts made since the last meeting and presented the late bills to the meeting:

Date	Payee	Description	Transaction	Net Payment £	VAT Amount £	Gross Payment £	Receipt £
09.01.2020	Dog Training Hirer	Key Deposit x 2	100540	0.00	0.00	0.00	30.00
11.01.2020	E-On	Street Lighting December 2019	DD	73.27	3.66	76.93	0.00
15.01.2020	OVO Energy	Electric Village Hall Dec 2019	DD	9.52	0.48	10.00	0.00
15.01.2020	Ugreen Retail Store (Ebay)	SAM2 cable	Debit Card	8.79	0.00	8.79	0.00
30.01.2020	E-On	Electric Sports Pavilion Dec-Jan	DD	16.85	0.84	17.69	0.00
31.01.2020	Bookings & Caretaking Officer	Contract January 2020	BACS	145.38	0.00	145.38	0.00
31.01.2020	Clerk	Salary January 2020	BACS	892.45	0.00	892.45	0.00
11.02.2020	E-On	Street Lighting January 2020	DD	73.27	3.66	76.93	0.00
To be paid	Cllr P Walsingham	Travel BCKL&WN Meeting	BACS	13.50	0.00	13.50	0.00

Chairman Signed Dated

To be paid	Veolia	Waste Collection Cemetery Dec	BACS	32.32	6.46	38.78	0.00
To be paid	Tim Wall Leisure	Stage 1 Grant Bid Writing	BACS	325.00	0.00	325.00	0.00
To be paid	Mr J Stephenson	Revised Planning App Fees	BACS	1262.00	0.00	1262.00	0.00
To be paid	Swaffham Town Council	Topple Testing Training	BACS	50.00	0.00	50.00	0.00
To be paid	Turfcare Leisure Services Ltd	Bowling Green Irrigation	BACS	105.00	21.00	126.00	0.00
To be paid	Cllr I Barrett	Chair's Allowance January 2020	BACS	15.30	0.00	15.30	0.00
To be paid	Clerk	Expenses January 2020	BACS	26.10	0.00	26.10	0.00
To be paid	Bowls Club	Septic Tank Emptying	BACS	70.00	0.00	70.00	0.00
Late Bills / Receipts (Received after Agenda advertised)							
11.02.2020	Football Club	Pavilion/Field Hire Jul-Jan 2020	BACS	0.00	0.00	0.00	172.50
To be paid	Veolia	Waste Collection Cemetery Jan	BACS	40.40	8.08	48.48	0.00
To be paid	Ultimate Land & Gardens Ltd	Grounds Maintenance Feb	BACS	1152.50	230.50	1383.00	0.00
To be paid	Parish Online	Annual mapping software	BACS	45.00	9.00	54.00	0.00
Totals				4,356.65	283.69	4,640.34	202.50

Proposed – Cllr Flatt

Seconded – Cllr Harrison

That the payment of bills are approved in accordance with the schedule.

For – 6

Against – 0

Abstentions – 2 (Declared Interests)

26. Norfolk Minerals and Waste Local Plan Consultation Review

The Chairman, Cllr Barrett, reported that Norfolk County Council were collating the objections received for the Norfolk Minerals and Waste Local Plan Consultation. It was agreed for the Clerk to contact County Cllr Middleton to investigate whether there was any update on this.

The Chairman, Cllr Barrett, would contact the Campaigners Against Two Silica Sites (CATSS) to enquire whether they wished to have a public meeting.

27. Meeting dates for the electoral year 2020/2021

The proposed meeting dates had been circulated with the agenda:

May	20	Annual Meeting
June	-	
July	01	
August	05	
September	09	
October	14	
November	25	
December	-	<i>(Budget meeting to be held)</i>
January	13	
February	17	
March	17	
April	21	Annual Parish Meeting
April	21	Ordinary Council Meeting
May	26	Annual Meeting

The meeting dates were approved as detailed.

28. Property Working Party Report, Recommendations and Financial Requests

Cllr Harrison reported that construction work in the Village Hall had been placed on hold until Building Control had inspected and approved the drainage works required for the unisex accessible toilet room.

Chairman Signed Dated

28.1. Legionella Awareness Online High Speed Training

The Clerk had circulated the cost for Legionella Awareness Online Training with the agenda. The Chairman, Cllr Barrett, reported that the former Councillor, Mrs Wilson-Low, who carried out the training had since left the Council. The Vice Chairman, Cllr Walsingham, agreed to undertake the training.

Proposed – Cllr Harrison

Seconded – Chairman, Cllr Barrett

That Cllr Walsingham carries out the Legionella Awareness Online High Speed Training course at a cost of £30.00 + £6.00 VAT (total £36.00).

All in favour

29. Events Working Party Report, Recommendations and Financial Requests

29.1. Hire charges for properties and equipment (deferred from previous meeting)

The Events Working Party had prepared draft Terms and Conditions (T&C’s) for the Coronation Playing Field and these had been circulated with the agenda. A short discussion took place and minor amendments were made. It was also felt that an accident/incident book should be held permanently in the Sport Pavilion and a new one be obtained for the Village Hall.

The Clerk would update the T&C’s form accordingly and investigate costs for an accident/incident book to be placed in the Sports Pavilion and a replacement for the Village Hall. These would be purchased as an emergency expense and approved at the next meeting.

29.2. Council events

The Vice Chairman, Cllr Walsingham, reported the following planned events:

- Saturday, 21st March 2020 Community Litter Pick (in conjunction with the Great British Spring Clean)
- Saturday, 9th May 2020 VE Day Coffee & Cake Indoor Street Party
- Sunday, 14th June 2020 Yard Sale (to coincide with the Shouldham Yard Sale and possible Church Scarecrow event)

The Vice Chairman, Cllr Walsingham, reported that the maximum expenditure for the VE Day event would be £120.00, with profits from the event covering this expense.

Proposed – Vice Chairman, Cllr Walsingham

Seconded – Cllr Flatt

That the Council approves a maximum expenditure of £120.00 for the VE Day Indoor Street Party event.

All in favour

Cllr Child reported that he would like to organise a quiz night. This was noted and would be discussed at the next meeting of the Events Working Party, being held on Monday, 16th March 2020.

Cllr Child felt that the Council could have a stall at the annual Fun Day event, hosting vintage games. However, the affiliated Members of Marham Friends reported that these types of stalls had already been booked.

Cllr Child reported that a 50/50/60 Club could be set up whereby 60 people join the club and pay £1.00 a week to be included in a lottery draw. The lottery would be based on the National Lottery bonus ball drawn each week (either on the Wednesday or Saturday draw) with the winner receiving £30.00 (50% of the weekly takings). The Council agreed this was a good idea in principle.

Cllr Child would investigate this in more detail and report back at the next meeting.

The Clerk would add this to the next agenda for further discussion.

WO Spark left the meeting at 8.20pm.

30. Updates and actions regarding ongoing matters

30.1. Cemetery

30.1.1. Gravedigger Resignation

The Vice Chairman, Cllr Walsingham, reported that the Council's gravedigger had resigned and funeral directors were currently using their own.

The Clerk reported that Swaffham Town Council currently contracted a female gravedigger. The Clerk would contact her to investigate whether she would be prepared to take on the Marham Cemetery.

The Vice Chairman, Cllr Walsingham, and Cllr Hipperson were currently investigating grave ownership details and would be contacting the owners of the 27 unsafe graves when the weather improved.

The Chairman, Cllr Barrett, the Vice Chairman, Cllr Walsingham, and the Clerk would be meeting shortly to view the burial books and visit the Cemetery. A date would be finalised following this meeting.

30.2. Sports Pavilion, Playground and Playing Field

30.2.1. Annual Play Area Inspection Report

There was nothing to report to the meeting.

30.2.2. Under 7's Football Team

The Vice Chairman, Cllr Walsingham, reported that the Football Club had now settled all invoices dated July 2019 to January 2020.

30.3. Proposed and Seconded

Cllr Child reported that the next edition of the P&S would be delivered in March 2020 and articles needed to be submitted to him as soon as possible. He confirmed that Cllr Canham had already sold £250.00 worth of advertising. Cllr Canham was given a vote of thanks for this.

30.4. Village Matters

30.4.1. Community Litter Picking Day

This matter had been discussed under Item 29.2, Council events. It was noted that the Vice Chairman, Cllr Walsingham, would contact the BCKL&WN to arrange for the waste to be collected.

30.4.2. Mock welcome pack (deferred from previous meeting)

Cllr Flatt had finished the welcome pack and reported that printing and materials would incur no costs to the Council. Cllr Flatt was given a vote of thanks for this. The pack was circulated around the table for viewing and would be presented to residents moving into the village.

30.5. SAM2

The Vice Chairman, Cllr Walsingham, had circulated the SAM2 graphs for January 2020 prior to the meeting. The camera had been located at Burnthouse Drove where 20,129 vehicles had registered on the camera of which 6,367 (31%) had been travelling at 35mph and above.

It was noted that the Norfolk Safety Camera Partnership no longer wished to receive the statistics from the Council. A short discussion took place and it was agreed that the SAM2 signs were effective in slowing vehicles down and it was therefore worthwhile keeping them in situ.

30.6. PRoW's

Cllr Harrison had declared a Personal Interest in this item.

Cllr Rix-Clark reported that further evidence and data had been received for Hoggs Drove and this was being collated into the report. The application for Hoggs Drove will be for as a restricted byway.

When the report was finished it would be circulated to the Council for approval, prior to being submitted to Norfolk County Council.

It was noted that the reports for Hoggs Drove and the Cockleshell Path would be submitted in the first instance and if the Cockleshell Path was approved, the Council could then consider whether or not to pursue a case on the adjoining path.

31. Planning

31.1. Planning applications

31.1.1. 20/00057/F – 16 Cherry Close – Addition of conservatory to front of property and replace full length corner windows with top opening windows sitting on 8 rows of brickwork to match original and match conservatory

There were no objections.

31.2. Planning decisions

No notices of decision had been received from the BCKL&WN.

31.3. Late planning applications and decisions

31.3.1. 20/00096/F – 1 Ash Road, Upper Marham – Change of use of a dwelling to D1 NHS Dental Clinic to provide a dental service on the NHS and free dental services to certain groups

There were no objections.

31.3.2. 20/00181/F – Eastgate Farm House, Collins Lane – Retrospective change of use of existing general farm storage barn to use for a biomass boiler

There were no objections.

31.4. Other planning matters

31.4.1. BCKL&WN Planning Committee meeting Monday, 3rd February 2020 regarding 18/01896/F Land E of Cottage Farm Mews NE of Hillside and S of The Street, The Street – Residential development for 8 new dwellings

This was noted.

One member of public left the Council Chamber at 8.45pm.

32. General correspondence

32.1. For action/information

No correspondence for action/information had been received.

32.2. Late correspondence

No late correspondence for discussion had been received.

33. Norfolk County Council issues

33.1. Parish Partnership Scheme 2019/2020

Cllr Harrison reported that he had recently met on site with the Highways Engineer, Mr A Wallace, who had confirmed that the section between the pathway and the Churchyard Wall would be shingled by Highways. He also agreed to scrape the area in the corner and cover with asphalt planings.

The trod 2 work had now been completed.

Mr Wallace confirmed that the junction of Burnthouse Drove and The Street would be resurfaced in 2020/2021. Mr Wallace had inspected the large pot hole in School Lane and would be adding this to the programme of works.

33.2. Parish Partnership Scheme 2020/2021

The awarded contracts would be announced by Norfolk County Council in March 2020.

34. To record the date and time of the next Full Council meeting

The next meeting of the Parish Council would be held on Wednesday, 18th March 2020 at 7.00pm in the Village Hall.

The remaining member of public left the Council Chamber at 8.58pm.

35. Exclusion of Press and Public (Public Bodies (Admission to meetings) Act 1960 S1)

Proposed – Chairman, Cllr Barrett

Seconded – Vice Chairman, Cllr Walsingham

That under the Public Bodies (Admission to meetings) Act 1960 Section 1, the press and public be excluded from the meeting in order to allow confidential items to be discussed.

All in favour

35.1. Village Hall

35.1.1. Update on the sale of land

See Confidential Report.

35.1.2. Estate Agent quotations to remarket the plot of land

See Confidential Report.

Proposed – Chairman, Cllr Barrett

Seconded – Vice Chairman, Cllr Walsingham

That, following the clearance of the site, the Council contracts King & Partners Estate Agents, Downham Market, at a cost of £1,000.00 + £200.00 VAT on a no sale no fee agreement, to remarket the sale of land on the plot at the rear of the Village Hall valued at £69,950 with Planning Permission and associated Community Infrastructure Levy (CIL) Liability fees attached to the sale.

Proposed – Chairman, Cllr Barrett

Seconded – Vice Chairman, Cllr Walsingham

That any offers received from buyers for the plot of land are dealt with by the Council via emergency written circulation and majority approval.

All in favour

35.1.3. Clearance of the plot of land (deferred from previous meeting)

See Confidential Report.

Proposed – Cllr Flatt

Seconded – Vice Chairman, Cllr Walsingham

That the Council contracts Gary Cottam to demolish the Village Hall sectional concrete building including the removal of the asbestos roof and concrete base, demolish the brick building, metal roof and concrete base, surface scrape the entire site including bushes, trees and structures, remove all waste and roughly grade the site at a cost of £3,450.00 + £690.00 VAT (total £4,140.00).

All in favour

35.2. Churchyard

35.2.1. Temporary fencing

See Confidential Report.

35.2.2. A J Restoration quotation to repair the boundary wall

See Confidential Report.

That the Council contracts A J Restoration to rebuild the wall to the right of the pedestrian gate, reseal 4 coping stones, replace missing flint in the front wall and repoint these areas at a cost of £436.00 and to dismantle and rebuild the right hand side retaining wall adjacent to Belmont to Churchyard ground level, rebuild the wall on the corner adjacent to Belmont at a cost of £4,512.00 (total cost £4,948.00 No VAT).

All in favour

35.3. Sports Pavilion, Playground and Playing Field

35.3.1. Grant applications

See Confidential Report.

35.4. Clerk's Employment

35.4.1. Clerk's working hours

See Confidential Report.

35.5. Bookings Officer's Contract

There was nothing to report to the meeting.

Cllr Flatt returned to the meeting at 10.01pm.

The Chairman, Cllr Barrett, closed confidentiality and resumed the meeting.

The Chairman thanked everyone for attending and closed the meeting at 10.01pm.