

Foulden Parish Council

MINUTES

Parish Council Meeting held at Foulden Village Hall

2nd March 2020 at 7:00 pm

Present: Councillors Stephen Parker (chair); Jayne Winterbone (vice-chair); Stephen (Billy) Pye; Neil West; Marianne Christian, Richard Cooper and Rosemary Pye
Claire Prentice (Parish Clerk)

In attendance: 7 Parishioners

1. Chair's opening remarks

Welcomed all.

2. To receive apologies and approve absences

Apologies received from Cllr Fabian Eagle and Cllr Mike Nairn

3. To receive declarations of interest from members in any items to be discussed.

Cllr Parker declared a registered interest regarding agenda item 21 due to ownership of a pub in Oxborough

Cllr Winterbone declared registered interest regarding agenda item 15b and 15c due to being a business user at the hall.

4. Public Participation. (max. 15 minutes)

Parishioner commented on receiving a letter accusing her of going on the recreation ground with her dogs. She requested that the council ensure that their facts are correct before issuing such letters.

Cllr Parker expressed this was a fair point and apologised on the council's behalf.

Point was raised if the Council took a stance on the condition of the road between the two bridges in Didlington.

Cllr West stated that when a parishioner raised this issue at the last meeting, the parishioner was advised to report it online to NCC as an individual. Cllr West also went to say he reported it himself, as he is the designated parish councillor for dealing with highways.

5. To receive reports from

a) Cllr Fabien Eagle

None received

b) Cllr Mike Nairn

None received

c) Parish Clerk

Published separately. Parish clerk read item 13a-f. Cllr R Pye elaborated regarding 13f and the village sign as there had been some confusion and upset with several parishioners.

- The council decided that the clerk should send a letter to confirm in writing whether a certain parishioner wished the council to take on responsibility.

Chairman read all other points as and when they related to the agenda.

A separate report published for agenda item 15b and 15c - licenses for the village hall.

d) Village Hall Manager

Read and published separately

- Council delegated authority to allow for approval, by majority outside of a meeting, an 'amount' to enable Cllr R Pye to purchase goods and services prior to the 9th May for the garden party. This amount will not exceed the total grant sum awarded. It is also dependant on production of a budget for the event.

Proposed: Cllr West
Seconded: Cllr Christian

e) Councillors

Cllr West reported that he had undertaken two courses with NALC and would thoroughly recommend them to other councillors.

Cllr Winterbone reported, regarding the current WWI war memorial. The state of readiness for repairs was not as she had been led to believe so there has been more paperwork to fill in and there have been complications as she did not complete the original paperwork and had to submit more photographs. She has also had to contact Breckland and the planning officer again and the historic buildings officer, so whilst the building firm ordered the stone before Christmas they can't confirm they have received it yet, however they cannot proceed until the war memorial trust have given the go ahead. So, whilst there has been a lot of work, it is under control. So, she is waiting for the go ahead. The trust only has five permanent staff and their response time to e-mails is up to six weeks. An extension to the completion of works has been granted due to the handover to the council. However, the new deadline is not yet known.

6. To decide on any points to be taken forward to the next meeting from the reports.

None

7. To approve minutes of the last meeting of council held on 13th January 2020.

Approved and signed

8. New war memorial for WWII

a) To discuss and decide if the council would accept responsibility for future maintenance under War Memorials (Local Authorities' Powers) Act 1923, s.1

- Decision postponed until such time as the memorial is erected and the maintenance costs are known.

Proposed: Cllr West
Seconded: Cllr Christian

b) To discuss and decide any actions to be taken regarding correspondence received.

Council felt the style was appropriate and that the church yard was the most suitable location.

9. New notice board, to discuss and decide on a new board on the green area near the village sign

- Cllr West to contact highways to obtain permission to erect a notice board.

10. Recreation Ground to receive updates (Cllr S. Pye & Cllr Cooper)

Cllr S Pye reported that the community payback group had painted most of the fence and that he still has not resolved the issue with the bottom of the fence.

- Cllr Winterbone to look into some metal sheaths for the bottoms of the posts to assist Cllr S Pye to resolve the issue.

11. Parochial Charity to receive updates (Cllr S. Pye)

- Robin Mears and Luc D’Lorio elected by council to resume their previous posts for the next four years.

12. Sewerage/ drains to receive updates (Cllr Cooper)

Anglian Water have reported that internal systems for issues in December 2019 were as a fault to a loss of 40% water of a property nearby and the issue was dealt with quickly. More recently there was an issue with a power outage which was rectified on the same day with no calls being reported to the centre. Anglian Water have gone on to say that with the amount of rain in the last few months the systems have coped well compared with previous years where the pump would go down regularly from the result of an inch of rainfall overnight. On Cllr Coopers inspection of the stream, the culverts were nearly full of water and it was flowing very fast. Cllr Cooper keeps telling Anglian water about the concern with sewerage and the river and it is not something Anglian Water want as it will cost them money. Anglian water has informed Cllr Cooper that they will inform him of every incident regarding sewerage. Cllr Cooper has put Anglian Water on notice verbally that if there is a leakage it will get down to the river.

- Cllr Cooper to put Anglian Water on notice in writing, with a copy to go to the clerk. This will explain that we have had these issues in the past and should it happen again it could result in pollution of the river and that it is vital that is not allowed to happen.

13. Neighbourhood plan and parish plan. To receive updates, discuss and decide on any action to be taken (Cllr West & Cllr Christian)

Previous report still stands. With grants there is no need for the council to pay.

- Cllr West & Cllr Christian to oversee the undertaking of a neighbourhood plan.

Proposed: Cllr Winterbone
Seconded: Cllr R Pye

14. Trees on Vicarage Road. To discuss and decide on any action to be taken

- Clerk to write to parishioner informing that unfortunately the council has no power or duty over the land. However, they have contacted Breckland Council and Norfolk County Council on several occasions regarding this issue in the past with no positive outcome.

15. Village Hall

a. Subsidence and related issues, to discuss and decide on any further action

- Cllr S Pye to reroute rainwater pipework to rear of building at a cost not exceeding £60

Proposed: Cllr Winterbone
Seconded: Cllr West

- Cllr R Pye to arrange for a construction professional to advise and quote for issues not covered by insurance and subsidence and report back to council.

b. PPLPRS invoice to decide what should be covered by the invoice

- Invoice of £227.89 approved

Proposed: Cllr West

Seconded: Cllr R Pye

c. Licences going forward. Discuss and decide on what action should be taken

- Cllr West, Cllr R Pye and Cllr Christian to form a working party to explore options and risks of the various licences going forward.

d. Banking of cash deposits, to discuss and decide on action to be taken.

- Cllr R Pye as VH Manager to retain all cash deposits, not exceeding a total of £250.

e. Celebratory event commemorating the 75th anniversary of VE Day, to receive updates and decide on any actions which may be required. (Cllr R. Pye)

See agenda item 5d. Reports - Village Hall Manager

16. Great British Spring Clean, to discuss and decide on any action to be taken. (Cllr Christian)

- Cllr Christian to organise a litter pick.
- Cllr Cooper to speak to a parishioner who is known to do litter picking in the parish.

17. Able care 'do not knock' stickers. To discuss and decide on any actions to be taken.

- Clerk to see who main contact is for Foulden for the signpost and get them delivered with the signpost.

18. Charity request from Priscilla Bacon Hospice. To discuss and decide on any action to be taken.

Not approved. The council will only consider charities which directly benefit the parish

19. Policies and procedures

a. Publication Scheme to approve, adopt and set a review date

Approved, signed and review set for 12 months' time.

20. Meeting times in May

a. To discuss and decide, if and when there should be a closing time for the Annual Foulden Parish Council meeting with all unaddressed items going forward to the next meeting.

Not required as Annual Parish Meeting will precede the annual Parish Council meeting.

b. The start time of the Annual Parish Meeting.

- To commence at 7.00pm with an allowance of 15mins.

21. White Hart Pub, to discuss and decide whether to register the pub as a community asset

Item chaired by Cllr Winterbone. No action taken as there is no known interest from the community to register the pub.

22. To receive such communications as the person presiding wishes to lay before the Council for information only

Cllr Parker has received correspondence from two individuals expressing that they have tried themselves and would like Foulden Parish Council to back their requests for white line lane markings along the road from the A143 which pass through Didlington, to White Hart Street and on to Oxborough. There are currently no markings along any part of it.

- Cllr West to contact Norfolk County Council highways

23. Finance: -

a. Agree financial statements, bank reconciliation and authorise signing of orders for payment.

also £7.20 not previously listed for the purchase of varnish for village sign from Parish Council account chq. no 101109

All approved and signed

- Cllr West offered to replace chair trolley with one of a higher weight capacity and council accepted.

24. To consider planning applications.

No objections or comments.

25. To decide by resolution to exclude public for agenda item 26

“Persuant to section 1 (2) of the Public Bodies (Admission to meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of item 26

26. Clerk holiday pay

Cllr Christian expressed that the clerk should take all entitled holiday leave in future and that the Parish Council ensure cover in clerks’ absence.

- 37.5 hours overtime approved

Proposed: Cllr Winterbone

Seconded: Cllr R Pye

- Cllr West to look in to and approve VHM outstanding holiday accordingly.

Meeting Closed at: 8.55 pm

Date of Next Meeting: Monday 11th May 2020

Signed

Date