

(2021/02) Foulden Parish Council

MINUTES

Parish Council Meeting held via zoom

8th March 2021 at 7:00 pm

Present: Councillors Marianne Christian; Stephen Parker (chair); Stephen (Billy) Pye; Neil West; Jayne Winterbone (vice-chair)
Claire Prentice (Parish Clerk)
Cllr Eagle (NCC); Cllr Nairn (BDC)

In attendance: Unknown, min. 5 parishioners

30/21 Chairman's opening remarks

Chair welcomed all to the meeting

31/21 To receive apologies and approve absences

Cllr Nairn may be late due to another meeting

32/21 To receive declarations of interest in any items to be discussed and grant any dispensation requests.

Cllr Parker declared an interest relating to White Hart Inn (40/21b and 49/21) and will step down on these agenda items

Clerk (as proper officer) made council aware that Cllr Winterbone has already been granted dispensation relating to the White Hart Inn until September 2022.

Clerk (as proper officer) has received a dispensation request from Cllr West and this has been granted until such time as the request is otherwise negated and will cease after May 2023. This is in line with 13h.ii. of the council's adopted standing orders and the dispensation is in the interest of those living in the council's area.

33/21 Public Participation. (max. 15 minutes)

Parishioner discussed information regarding agenda item 46/21. 'We are obviously raising money for the pub by various means with grants and loans from ethical banks like the triodos bank and the plunkett foundation, as well as planning to open up a share option. However, talking to a chairman of a parish council of a little village in Essex, who is also chairman of his community pub. He came up with what he is doing in his community, which is approaching the public works loan board. For those who do not know, the public works loan board is a lending facility operated by the UK debt management office i.e HMS treasury. The facility provides loans to the local authority from the national loan funds. The approval is required from the ministry of housing communities and local government and they are the people you apply to and it is for capital projects. It is something that parish, town, district and borough councils can apply for; it is not something community societies can apply for. The interest rate is currently somewhere between 1-3% depending on the loan period which can go up to 50 years. That is the background.'

Chair passed meeting over to vice-chair

'Currently the benefit society is about to offer its share option for around £160,000, along the lines of The Bluebell. We are applying to Plunketts for a loan/ grant for around £100,000 and we hope to get around £20,000 through other sources. We are aware that the share offer may not be fully taken up, we appreciate these are difficult times. Also, the condition with Plunkett is that you have to get the loan in order to get the grant. The loan is quite severe it is over 7 years at 8% which is a hefty loan to have. So what we are looking at is Toppesfield in Essex and looking at their model, where the parish council applies for the loan, the council buys the pub with the help of the benefit society, the council in stores the benefit society as tenants who pay a rent/

(2021/02) Foulden Parish Council

MINUTES

lease equivalent to or in excess of the loan repayment. In excess is the important bit. Then the continued success of the venture will benefit the council. Basically, all numbers are up for debate and negotiating and rely on other funding. Say we are not successful with anything so use the full amount £280,000 and over 20 years the interest is currently 1.92%. This would mean a loan service cost of £8736, the lease cost would be £12,000 to the benefit society i.e £1000 a month which is roughly what the pub was doing previously. Which means there is a benefit to the parish council of £3264 which means that the precept which was £8452 for 2020-21 could have been £5188 which is a reduction of over 38%. What he would like the council to consider is this model which will support the pub and allow more facilities in the parish, but is a win-win and will allow the reduction of the precept or for the council to use funds in another venture elsewhere in the parish. If the venture is a failure then the council have a property to sell as a house. He will forward the corresponding slides to the clerk. He is happy to attend the next meeting to answer questions.'

- Clerk to put venture on next agenda
- Clerk to circulate slides to councillors asap due to the scale of venture

Vice-chair handed meeting back to chair.

Tractor driver has been seen driving over the grass where the road used to run and asked about action to be taken i.e. bollards.

Cllr West responded that no action was taken in regard to vehicles going across that piece of grass and it was a case of getting a registration number then action might be taken.

34/21 To receive communications as the person presiding wishes to lay before the Council.

None

35/21 To receive reports from

a) Cllr Fabien Eagle

'He is aware about the sign and he will be in contact to do it at the end of this week. Very little to report from last time other than to say County Council budget was agreed at the last council meeting. One plus for all of us is the councillor's personal highways budget has been increased from £6,000 to £10,000 and will be widened to cover environmental schemes as well. So that is an extra £4,000 to be spent within the division which is good news. We have set aside money for flooding to deal with flooding roadside and there is an emergency fund. The commission being chaired by Lord Dannatt who is looking into it and bringing in all interested parties, not just Norfolk County Council flood authority and obviously highways but also Anglian Water, Environment Agency and other parties so hopefully it will bring some cohesion to everything across the whole county.'

Cllr West asked what the councillor's personal budget could be used for and if parish councils could tap into that? Cllr Eagle mentioned the parish partnership scheme and should a council struggle on their part he could contribute there. What he has tried to do is things that benefitted everyone such as the slow down signs and extra verge cut for dangerous junctions, as long as they are in Cllr Eagles division they can be added. He wants to try something new that has not been used and he thanked Cllr Nairn as he now has some life size stickers of children. This is a scheme that has been used in suburbs of Australia and where there is a row of houses these are put on wheely bins and when they are positioned right, when a car passes they think a child is about to run out on the road. He is open to suggestions.

Cllr West also asked regarding the emergency flooding fund, is it part of the water resources east programme? Cllr Eagle confirmed they are different and that NCC have set aside a contingency because of the last six months or so, certain places have been hit hard. There is ring-fenced money for potholes and things, some ring fenced for flooding then some for emergencies and we have

(2021/02) Foulden Parish Council

MINUTES

tried to increase monies. Where we want to be, is looking for local solutions because it is all fair and well if it is flooding to the bottom of an area but we all need to know where it is coming from and it is where you pay that part. I think if it is a local problem then listen to the local people, a lot of this flooding can be solved a lot cheaper and a lot more practically than the bigger schemes.

Cllr Nairn left at 7.22pm

b) Cllr Mike Nairn

'Good news covid rates in Breckland are dropping drastically they are falling very rapidly. Personally, I think it is part of the vaccination programme which is still going ahead at an astonishing speed. This is reflecting in the overall results in the East of England. Last week we had the Breckland District Council meeting where we set our budget and our precept. Those figures will be coming out shortly and does mean an overall increase precept for Band D but it is not a horrendous amount. All our services are continuing to function correctly and efficiently. As you will appreciate a vast amount of our staff are now working from home. To be honest, although I have had trouble contacting certain individuals it has usually been when they are home-schooling. Overall, I cannot fault the response we have actually got. The other thing that has come to the fore is litter picks. As a parish you cannot organise it but you can call upon volunteers and if you wish your parish clerk can take delivery of the Breckland rubbish sacks, which once filled can be left somewhere to allow SERCO to collect them and you let Breckland know where they are.

- Clerk to order sacks

c) Parish Clerk

Published separately no additions.

d) Village Hall Manager

Read and published separately

- Cllr Winterbone to contact NCC regarding pipe under the road and flooding.
- Cllr West to help with grass seeding

Cllr Christian queried the £500 grant that was received for the VE/VJ Grant Scheme from the Norfolk Community Foundation, which was applied for through Breckland District Council towards the beginning of 2020.

Discussion resulted in something would be done at a later date when hall is open and the memorial done.

e) Councillors (to include any verbal or written issues received from parishioners)

Cllr West had previously circulated a SAM2 report. It has been up at White Hart Street now for two weeks and 17.6% of vehicles are speeding with the highest at 50mph. Provided no one objects he would like to contact a local enforcement officer and give them the information and suggest they get an enforcement officer there when one is available.

36/21 To approve minutes of the meeting of council held on 11th January 2021

- Approved

Proposed: Cllr West
Seconded: Cllr Pye

(2021/02) Foulden Parish Council

MINUTES

- To amend 11c Tree survey as it does not reflect the tree survey is free of charge, but a quote will be provided to the council for suggested work to be undertaken. The council can then decide if they wish that work to be undertaken. (see agenda item 42/21)

37/21 Signing of approved minutes out of meeting, to discuss and decide (clerk)

- Approved

Proposed: Cllr West
Seconded: Cllr Winterbone

38/21 To confirm the following decisions made out of a council meeting, as per decision policy and decide on any outstanding decision requests if required.

To apply for the Local Connection Fund grant of £2500 for the recreation ground sheltered seat?

For: Cllr Parker, Cllr Pye, Cllr West, Cllr Christian and Cllr Winterbone

Against: None

Abstaining: None

No response: Cllr Cooper

Actioned, not in line with policy.

- Approved

Proposed: Cllr West
Seconded: Cllr Winterbone

39/21 Councillor Vacancy, to discuss and decide on any action to be taken

No further action taken.

40/21 Parish grants, to discuss and award grant applications as required.

a) Churchyard grass cutting - £700

- £250 awarded as a one off payment under Local Government Act 1972 s.137 on the condition the PCC consult with Norfolk Wildlife Trust to allow for areas to be rewilded and present a copy of the wildlife report to the council.
- In meeting the grant conditions the council would then like to propose including the churchyard grass cutting with the recreation ground and village hall. (Review due in September)

Proposed: Cllr West
Seconded: Cllr Pye

Chair passed meeting over to vice-chair

b) White Hart Inn - £1800

Cllr Christian suggested £250 as this would relate to the stated figures in the grant application for publicity and advertising

- £250 awarded under Local Government Act 1972 s.137 paid as soon as possible
- The council would like to invite them to reapply at a later date.

Proposed: Cllr Christian
Seconded: Cllr Pye

Vice-chair handed meeting back to chair

c) Deferred payment of approved grants

See above

(2021/02) Foulden Parish Council

MINUTES

41/21 Village Hall, to discuss and decide on any action to be taken: -

a) Reopening of village hall (Cllr Winterbone)

- Risk assessment
- Regular users

- No opening date confirmed
- Cllr West to see if there are any grants for cleaning and covid required items
- VHM to notify regular users prior to re-opening and send our risk assessment, as well as getting the users risk assessments
- VHM to email terms and conditions as well as covid risk assessment with all booking confirmations.
- Risk assessment to go on website and in the village hall on the notice board.

b) Village hall car park (Cllr Pye/ Cllr Winterbone)

- Carry forward to next agenda

c) Installation of smart meter

Approved

Proposed: Cllr Pye
Seconded: Cllr West

d) Kings Lynn News Publication (Cllr Christian)

The council wished for it to be minuted, that in regard to the Kings Lynn News article published on 28th January 2021, in regards to the village hall it was felt to be inaccurate. The Parish Council do not wish for parishioners to be misled. The hall is a significant community asset and the council are continuing to undertake work to improve the facilities to ensure it remains a significant community asset.

42/21 Tree survey – update (Cllr Cooper)

Cllr Cooper absent

- See 36/21 approval of minutes for meeting held 11th January 2021

43/21 Parish Plan, timing of distribution to be discussed and decided (Cllr West/ Clerk)

- To agree the questionnaire at May meeting

Cllr Pye left at 8.46pm

44/21 Charities, to discuss and decide on any action to be taken:- (Clerk)

a) Village Hall

- Separate meetings, paperwork etc.
- Re-registering with charity commission
- Request to charity commission for sole trustee of charity
- Request to charity commission to merge with FHS
- Update governing document

- To remove village hall business from council business regarding audit with the belief that the hall is a charity.

Proposed: Cllr West
Seconded: Cllr Winterbone

(2021/02) Foulden Parish Council

MINUTES

b) Former Highway Surveyors

- Separate meetings, paperwork etc.
- Update governing document
- Banking update

c) Recreation Ground

- Separate meetings, paperwork etc.
- Update governing document
- Working party to be formed regarding 44/21 a, b and c consisting of Cllr Christian, Cllr Parker, Cllr West and the clerk to meet in person when deemed safe to do so by all.
- Cllr Pye to join working group (decided upon return at 8.57pm)

45/21 Remote meetings, to discuss and decide:-

a) Continuation of remote meetings

- If the law permits (does not at the time of this meeting) the next meeting will be via zoom. The date has not changed

b) Subscription to zoom pro

- Cllr Parker to allow his subscription to run till May

c) Parish meeting

- To precede council meeting on the 10th May

46/21 Public Works Loan Board offers our community (parishioner)

See 33/21 public participation

- To go on next agenda

47/21 Management of water courses around the village, to discuss and decide on any action (parishioner Request/ Cllr West)

- Parishioner to contact Cllr West in regards to a meeting the parishioner has with NCC which has come about after flooding to their property.

Cllr Pye returned at 8.57pm

Cllr Winterbone left 9.05pm

48/21 Policies and procedures, to consider, review and adopt accordingly, as well as set next review dates.

Risk Management (Clerk)

- Amend accordingly and present at next meeting for approval

Safeguarding (Clerk)

- Amend 7.2 and present at next meeting for approval

Decision Policy (Cllr Parker)

- Amend 'from all councillors to respond' to 'sufficient councillors for a majority decision to be reached'

Proposed: Cllr Pye
Seconded: Cllr Christian

(2021/02) Foul登 Parish Council

MINUTES

49/21 To consider planning applications.

3PL/2020/0842/F – appeal change of use for White Hart Inn

- No further action taken.

50/21 Finance: -

a) Agree financial statements and bank reconciliation

- Approved

b) Payments since last meeting

Foul登 Parish Council

Date	Payee	Cheque No.	Amount	Signatories	Approval
06.02.21	Clerk salary + expenses	101144	407.36	S.Parker J.Winterbone	Approved

Foul登 Village Hall

Date	Payee	Cheque No.	Amount	Signatories	Approval
06.02.21	Cleaning	100218	82.50	S.Parker J.Winterbone	Approved

Foul登 Recreation Ground

Date	Payee	Cheque No.	Amount	Signatories	Approval
06.02.21	Maintenance	100014	53.80	S.Parker J.Winterbone	Approved

Proposed: Cllr West
Seconded: Cllr Christian

c) Outstanding payments

Foul登 Parish Council

Date	Payee	Cheque No.	Amount	Signatories	Approval
May 20	CGM Group		144.00		In dispute
June 20	CGM Group		144.00		In dispute
08.03.21	Clerk salary + expenses	101145	427.67	S.Parker J.Winterbone	Approved

Foul登 Village Hall

Date	Payee	Cheque No.	Amount	Signatories	Approval
08.03.21	Cleaner	100219	66.00	S.Parker J.Winterbone	Approved

Proposed: Cllr West
Seconded: Cllr Christian

d) VAT

- All VAT to be claimed that meets the legal criteria

Proposed: Cllr West
Seconded: Cllr Christian

(2021/02) Foulden Parish Council

MINUTES

- Clerk to highlight those not deemed legal and forwarded to chair

51/21 To decide by resolution to exclude public from agenda item 52/21

“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 52/21”

Proposed: Cllr West
Seconded: Cllr Christian

52/21 Parish Council Clerk overtime

- Approved

Proposed: Cllr West
Seconded: Cllr Pye

- Clerk to forward overtime to chair going forward to enable it to be tracked

No public to admit

Meeting Closed at: 9.35 pm

Date of Next Meeting: Monday 10th May 2021

Signed

Date