

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOTT HELD
ON 14th. JULY 2020 at 7.00p.m. via ZOOM

PRESENT –Cllrs. Haden (Chair), C Belsham, A. Brown, R. Gee, S. Taylor, R Talbot & M. Vaughan, the Clerk, G. Kimmerling, & 6 members of the public.

Open session for members of the public to speak.

The Parish Council was informed that Sarah Price had spoken to the owner of the property regarding the issue with the footpath from The Aylsham Road to the village hall and it is hoped this can be resolved. Work has stopped on erecting the fence. Ms Price had been told that the footpath sign had been changed to the other side of the track.

	AGENDA	<i>Action</i>
20.38	<p>a. <u>APOLOGIES FOR ABSENCE</u> NNDC Cllr. Penfold.</p> <p>b. <u>DECLARATION OF INTEREST IN ITEMS ON THE AGENDA.</u> None.</p> <p>c. <u>TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON MAY 12th. 2020</u> Resolution. Proposed by Cllr. Belsham, seconded by Cllr. Talbot & agreed by the Parish Council to accept the Minutes of the meeting held on May 12th. 2020 as a true record. These will be signed by the Chairman at the next live Parish Council meeting which it is hoped can be in September.</p>	
20.39	<p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a. BGM Services have been cutting the grass as requested. The Clerk to find out if they are cutting less regularly.</p> <p>b. Exercise packs are on order. These originally ran out due to great demand but the Clerk has now asked for 20 packs.</p> <p>c. The defibrillator has a new battery. Cllr. Haden said there is still an issue with this.</p> <p>d. The Clerk has ordered gloves and masks for the community from the Covid19 budget as follows:- 1 pack medium latex gloves at £12 and 2 packs of masks at £25 each. Large gloves are available from the end of the month and 1 pack is on order. Cllr. Haden will let people know these are available and they will be delivered to vulnerable people. The Clerk will look into the cost of re-usable masks.</p>	<p>Cllr Haden</p> <p>Clerk</p>
20.40	<p><u>NORFOLK COUNTY COUNCIL REPORT.</u> No report.</p> <p><u>NORTH NORFOLK DISTRICT COUNCIL REPORT.</u> No report.</p>	<p>Page 238</p>

20.41

FINANCES

- a) To consider current financial position. The Clerk had produced up-to date accounts.
- b) To consider and resolve whether to approve outstanding invoices for payment.

Resolution. Proposed by Cllr. Gee seconded by Cllr. Belsham and approved by the Parish Council to pay the following invoices.

The following payments were paid on-line before the meeting:-

Imperative Training	Defibrillator battery	£306.00 (VAT£51.00)	
A Brown	Wool – Covid19 payt.	£ 44.40	
C Haden	Bunting & flag “	£ 74.50	
J Vaughan	Flags “	£ 37.98	
G Kimmerling	Clerk’s extra hours	£266.00 (TAX £27.20)	
Business Services CAS Ltd.	Insurance	£274.40	
GM Window Cleaning	Bus shelter windows	£ 30.00	
Play Inspection Company	Play Park inspection	£ 78.00 (VAT£13.00)	
Regular payments:- C Haden STO	Website	£ 5.99 x2	
	C Haden STO	Zoom Comms	£ 14.39 x2
	URM/UK/Ltd DDR	Bottle bank	£ 9.00

The following payments were authorised to be paid on-line.

G Kimmerling	Clerk’s salary & Tax (£39.80)	£328.66
G Kimmerling	Clerk’s expenses	£ 8.98
C Haden	Website annual fee	£ 11.99
M R Vaughan	Costs for work at Play Park	£ 60.00 (VAT£10)
SR Print & Design	Newsletter	£205.00
Haden Digital Consulting	Clerk’s computer problem	£ 50.00

Cllr. Haden said the Zoom account could be used as a resource for the village. Cllr. Talbot said some people had received unusual e-mails relating to Zoom. Cllr. Haden felt their security was good at the moment but there were other options.

- c) To approve the Annual Governance Statement 2019/20

The Clerk read out an e-mail from the auditors PKF Littlejohn removing the requirement for a common period for the exercise of public rights and extending the deadline for the End of Year accounts to 30th. November ’20. The Internal Auditor had examined the accounts and approved them. He asked for his fee to be donated back to the Parish Council. She then read out the Annual Governance Statement.

Resolution Proposed by Cllr. Belsham, seconded by Cllr. Brown and agreed by the Parish Council to approve the Annual Governance Statement. The Chair & Clerk will sign this at a later date.

- d) To approve the Accounting Statements 2019/20

Cllr. Brown had looked at the Accounting Statements and was happy with it.

Resolution. Proposed by Cllr. Brown, seconded by Cllr. Haden and agreed by the Parish Council to approve the Accounting Statements. The Chair & Clerk will sign at a later date.

20.46	<p><u>COMMUNICATIONS</u></p> <p>a. <u>Broadband and mobile update.</u> Cllr. Gee reported that there is some improvement on mobile phone signals & 2 network providers are working with NCC to test a small cell deployment this month. Update on broadband. Most properties in the village get their broadband via the cabinet by the phone box, a few from the Skeyton cabinet. Most get the signal along existing Copper wires with a few properties in The Hill having full fibre to their homes. Most properties have access to more than acceptable speeds that allow for rapid downloading. Properties within 400m of the cabinet can receive a download speed of up to 50mb/s. (Downloading 4k content -You Tube, Netflix etc. only require 20mb/s.) If properties within 400m are not getting the signal required the following needs should be considered:-</p> <ul style="list-style-type: none"> • Have they got an up-to-date router? • Have they measured their speed? (via a device pc or laptop plugged into router) using an app such as Broadband Speed Checker. You must measure speed via a device plugged directly into the router. • Does their Broadband package provide the speed they need? • Phone your internet provider and ask why you are not receiving a fast enough signal. <p>For properties further away from the Cabinets, the Government's objective of 100% Full Fibre coverage & Fibre to the Premises for some properties in the Aylsham Road is planned for 2021. Please contact Cllr. Gee if you have any queries.</p>	
	<p>b. <u>Website & Community Hub Group</u> Cllr. Haden is still looking for a suitable Website. There are about 65 people using the Community Hub Group.</p> <p>c. <u>Newsletter</u> The newsletter covered 8 pages but Cllr. Haden thought it had been a struggle to fill it.</p>	
20.47	<p><u>FOOTPATHS AND GREEN ISSUES</u></p> <p>a. <u>Update</u> Cllr. Talbot said there were no issues with the footpaths at present.</p>	
20.48	<p><u>ON-GOING ISSUES.</u> <u>To report on and resolve, where possible, on-going community issues.</u></p> <p>a) <u>Telephone Box.</u> Cllr. Brown reported that the telephone box had been painted externally. The plan is to have historical information about the village on a pictorial board in the phone box. The SAS will refurbish this and then hand back to the Parish Council. Cllr. Haden asked if shelves could be incorporated. There are concerns re Covid19 transmission on books etc. at present. The SAS are considering installing a light inside the box. The boxes of plants outside are for decoration only but there is a box for people to leave items to be taken. Cllr. Haden raised several other issues:-</p> <ol style="list-style-type: none"> 1) Mrs. Armiger has now passed away so a commemoration plaque for various villagers and war heros could be considered. Cllr. Brown suggested combining this with planting a tree. September agenda 2) The path by the pond on the Poors Land is being cleared. Cllr. Vaughan said money was needed for machinery to help with this. The Parish Council could be approached for a grant. 	<p style="text-align: right;">Page 242</p>

	<p>3) The Village Plan needs to be considered again and he will take this on Cllr. Vaughan said the notice board by the Village sign will be refurbished. Cllr. Brown said she had been working on an Emergency Plan for the village but needed help with this as Cllr. Talbot can no longer assist. The Clerk will advertise for help on the notice boards.</p> <p><i>Cllr. Taylor left the meeting.</i></p> <p>Cllr. Talbot said there were various signs in the area explaining what is happening on Coltishall base. There have been no more reported problems.</p>	<p>Cllr Haden</p> <p>Clerk</p>
20.49	<p><u>CORRESPONDENCE RECEIVED</u></p> <p>a. <u>To report correspondence received.</u></p> <p>The Clerk read out a letter from Eastlaw at NNDC saying that the owner of the Jolly Farmers had notified the council of their intention to dispose of this asset. Any Community Interest Group has 6 weeks to submit an Expression of Interest to bid for the asset.</p> <p>3 letters opposing the Jolly Farmers becoming a Hub.</p> <p>Clerk's & Councils Direct issue 130.</p>	

The meeting closed at 8.53p.m. The next meeting is September 8th 2020.

Members of the public were invited to speak.

It was suggested that a seat on the hardstanding in the Aylsham Road would be a good memorial to people who have died. People could be asked for their views on Facebook and in the Newsletter.

As the NNDC says the Jolly Farmers is up for sale, does this mean the landlord is open to offers? Cllr. Haden said this is not something for the Parish Council to answer.

Positive things are happening in the village and it was suggested that the various groups could get together via Zoom in order to work together. It was not necessarily about events. Cllr. Brown said the Revels will form a focus point for next year.

It was important to appreciate that Covid19 was making it difficult for businesses and that pubs might not be able to go forward as they used to.

The Parish Council was thanked for supporting the Jolly Farmers.