

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOTT HELD
ON 12th. JANUARY 2021 at 7.00p.m. via ZOOM

PRESENT –Cllrs. Haden (Chair), A. Brown, R. Gee, S. Taylor, R Talbot & M. Vaughan, the Clerk, G. Kimmerling, NNDC Cllr. Penfold & 14 members of the public.

Open session for members of the public to speak.

A question was asked about the culvert & water leak in The Aylsham Road which will be covered in the Agenda.

	AGENDA	<i>Action</i>
21.01	<p>a. <u>APOLOGIES FOR ABSENCE</u> Cllr. Belsham – working, NCC Cllr. Timewell.</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 NOVEMBER 10th. 2020</u></p> <p>The Clerk pointed out that the telephone number for NNDC Covid19 support should read 01263 516000.</p> <p>Resolution. Proposed by Cllr. Talbot, seconded by Cllr. Gee & agreed by the Parish Council to accept the Minutes of the meeting held on November 10th. 2020 as a true record. These will be signed by the Chairman at the next live Parish Council meeting.</p>	
21.02	<p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a. Mrs. Sam Howlett will continue to check the Play Park.</p> <p>b. Letter sent to residents of The Street re ditch clearance.</p> <p>c. Letter produced re unflushables and surface water drainage.</p> <p>d. The Annual return for the Play Park has been submitted to the Charity Commission.</p> <p>e. The damaged road sign in The Aylsham Road has been reported.</p>	
21.03	<p><u>NORFOLK COUNTY COUNCIL REPORT.</u> No report</p> <p><u>NORTH NORFOLK DISTRICT COUNCIL REPORT.</u></p> <p>NNDC Cllr. Penfold said Covid19 support is continuing and a leaflet had been sent to all households. The rate is 400 per 100,000 in North Norfolk and the new strain is much more transferable. Cromer Pier has been closed. Rossi's is the local vaccine centre & 40% of over 80's have received the first vaccine. The 21st March is National Census Day and will go ahead. Households will receive a post card followed by a letter with a unique code for on-line submission. Paper copies will also be available. The census started in 1801 but this is likely to be the last. North Walsham post office is closed for refurbishment until the end of the month. Temporary post offices are in the church hall and Vicarage car park.</p>	

21.04	<p><u>FINANCES</u></p> <p>a) <u>TO CONSIDER THE PRESENT FINANCIAL POSITION</u> The Clerk had produced up-to date accounts.</p> <p>b) <u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE OUTSTANDING INVOICES FOR PAYMENT.</u> Resolution. Proposed by Cllr. Taylor seconded by Cllr. Haden and approved by the Parish Council to pay the following invoices. The following payments were paid on-line before the meeting:-</p> <table border="0"> <tr> <td>Norfolk ALC</td> <td>Subscription</td> <td>£ 54.00</td> </tr> <tr> <td>CAN</td> <td>Subscription</td> <td>£ 50.00</td> </tr> <tr> <td>SA Social Club</td> <td>s137 donation for Silver Sunday</td> <td>£100.00</td> </tr> <tr> <td>GM Window Cleaning</td> <td>Bus shelter windows</td> <td>£ 30.00</td> </tr> <tr> <td>NNDC</td> <td>Doggie bins (VAT£103.60)</td> <td>£621.60</td> </tr> </table> <p>The following payments were authorised to be paid on-line.</p> <table border="0"> <tr> <td>G Kimmerling</td> <td>Clerk's salary & Tax (£39.80)</td> <td>£328.66</td> </tr> <tr> <td>PKF Littlejohn LLP</td> <td>Audit (VAT £8)</td> <td>£ 48.00</td> </tr> </table> <p>£30 had been received from the Village Hall Committee towards the Christmas Tree.</p> <p>c) <u>TO CONSIDER A GRANT TO THE STALHAM AND SMALLBURGH FIRST RESPONDER GROUP.</u> A letter had been received from Beth Bailey asking for funding. The group covers Swanton Abbott. Resolution Proposed by Cllr. Talbot, seconded by Cllr. Taylor and agreed by the Parish Council to make a donation of £50.00</p> <p>d) <u>TO CONSIDER AND AGREE THE PRECEPT FOR 20/21</u> The Chair and Clerk had prepared figures for setting the Precept. These were run through. The expected expenditure is £7212 and expected income is £6526. There is £3686 available in the accounts. Resolution. Proposed by Cllr. Brown, seconded by Cllr. Haden and agreed by the Parish Council to set a precept of £6000.00</p> <p>e) <u>FUNDING FOR CHRISTMAS ACTIVITIES.</u> Resolution. Proposed by Cllr. Haden, seconded by Cllr. Taylor & agreed by the Parish Council to give a grant of £100 towards the Christmas activities.</p>	Norfolk ALC	Subscription	£ 54.00	CAN	Subscription	£ 50.00	SA Social Club	s137 donation for Silver Sunday	£100.00	GM Window Cleaning	Bus shelter windows	£ 30.00	NNDC	Doggie bins (VAT£103.60)	£621.60	G Kimmerling	Clerk's salary & Tax (£39.80)	£328.66	PKF Littlejohn LLP	Audit (VAT £8)	£ 48.00	
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21.05	<p><u>PLANNING</u></p> <p>a) <u>TO CONSIDER ANY PLANNING APPLICATIONS.</u> PF/20/2593 Building North of Pond Farm Barn, The Hill Demolition of light industrial building with extant approval for change of use to single dwelling and erection of two storey detached dwelling within footprint of existing building, and change of use of associated land to domestic curtilage. One anonymous letter against the application had been received. The Parish Council approved the application.</p> <p>b) <u>TO NOTIFY OF ANY PLANNING DECISIONS BY NNDC</u> None received.</p> <p>c) <u>TO CONSIDER ANY OTHER PLANNING ISSUES</u> None.</p>																						
21.06	<p><u>TO SET THE DATES FOR THE MEETINGS IN 2021/22</u> Suggested dates:- March 9th; May 11th; July 13th; September 14th; November 9th; January 2022 11th. Cllr. Belsham cannot do May 11th or September 14th. Cllr. Brown said the 13th July could coincide with the Revels. Resolution. Proposed by Cllr. Gee, seconded by Cllr. Taylor and agreed by the Parish Council to set the following dates:- March 9th; May 18th; July 6th; September 14th; November 9th and January 2022 11th.</p>																						

21.07	<p><u>HIGHWAYS AND DRAINAGE</u></p> <p>a) <u>UPDATE ON DRAINAGE IMPROVEMENT PLAN</u></p> <p>Highways will carry out the agreed work by the end of March. The meeting with Anglia water has been postponed due to Covid19. The leaflets re unflushables are being printed and will either be delivered by hand or with the next Abbott magazine.</p> <p>1. <u>Road verges/grubb clearance.</u> Cllr. Vaughan has cleared some of this. IP Road Sweepers cost £35 per hour plus travelling time and £50 to remove the debris. It is estimated to cost £190 to carry out the work. The local council no longer undertake this work.</p> <p>Resolution Proposed by Cllr. Vaughan, seconded by Cllr. Gee and agreed by the Parish Council to get IP Road Sweepers to carry out this work.</p> <p>2. <u>Culvert by Ambleside on the Aylsham Road.</u> NCC Cllr. Timewell has been informed of the background to this and will arrange a meeting with Highways when possible. Anglia Water are aware of the leaking pipe in the Aylsham Road.</p>	Cllr. Vaughan Clerk
21.08	<p><u>PLAY PARK</u></p> <p>a. <u>UPDATE.</u> This has been put on hold due to Covid19 restrictions.</p>	
21.09	<p><u>COMMUNITY ENGAGEMENT</u></p> <p>a) <u>TO AGREE THE WORDING FOR THE COMMUNITY PLAQUE/SEAT/TREE IN THE VILLAGE AND TO APPROVE COSTS</u></p> <p>The wording for the plaque for the seat by the bus stop in the Aylsham Road:- <i>In Grateful Memory of all the residents of Swanton Abbott who gave their time and energy for the benefit of the community.</i></p> <p>Engrave-it-now quote for a solid brass plate - £52.49</p> <p>Resolution. Proposed by Cllr. Vaughan, seconded by Cllr. Talbot and agreed by the Parish Council to agree this wording and accept the quote.</p> <p>b) <u>TO AGREE THE NAMES FOR THE PLAQUE FOR THE SERVICEMEN KILLED IN WW1 & WW2 AND APPROVE THE COST</u></p> <p>The wording for the Village sign:- <i>Remembering all those who gave their lives In World War 1 and World War 2;</i> followed by the names; followed by;- <i>We shall remember them.</i></p> <p>Engrave-it-now quote for solid brass plate for top of village sign base £190.00 Nick Hindle, Stonemason quote for granite plaque for top of village sign base £445 + VAT and quote for granite plaque for the side of the village sign base £657 + VAT.</p> <p>The wording was approved. Cllr. Haden preferred the granite plaque for the side of the village sign base. The Clerk will get more information.</p> <p>c) <u>TO APPOINT A PARISH COUNCILLOR TO BE RESPONSIBLE FOR THE TELEPHONE BOX.</u></p> <p>Cllr. Vaughan had removed the books as they were getting damp. Cllr. Haden will put in a laminated sign to say the books will be available throughout the summer. Cllr. Taylor agreed to be responsible for the telephone box.</p> <p>d) <u>TO REPORT ON THE GOOD NEIGHBOUR SCHEME.</u></p> <p>Cllr. Brown attended an on-line conference in November which gave a good grounding for a sustainable scheme. The group are working on hand-books and putting together a proposal for the village.</p> <p>e) <u>TO CONSIDER THE NEXT STAGE OF THE VILLAGE PLAN.</u></p> <p>Cllr. Haden will set up a meeting with Mr. Glynn Williams to take the Village Plan to the next stage.</p> <p>f) <u>COMMUNITY USE OF THE ZOOM ACCOUNT</u></p> <p>Cllr. Haden will advertise the Zoom account for other groups to use.</p>	Clerk Clerk Cllr Haden Cllr Taylor Cllr Haden Cllr Haden Page 258

	<p>g) <u>TO CONSIDER HOW TO PROVIDE ADVICE ON TRANSPORT FOR COVID19 VACCINATIONS WHEN AVAILABLE.</u></p> <p>Cllr. Brown said NHS volunteers will provide transport. There are links on the NHS web-site for volunteers and she has links to other web-sites.</p> <p style="color: red;">Details of helplines and volunteering included at the end of the Minutes</p>	
21.10	<p><u>COMMUNICATIONS</u></p> <p>a. <u>BROADBAND AND MOBILE PHONE UPDATE.</u></p> <p>The vast majority of properties have access to Superfast Broadband if they so choose. The very few remaining properties in the Aylsham Road unable to receive SFB will be upgraded in the next few months. This will offer SFB to all properties in Swanton Abbott. Cllr. Gee is in dialogue with a Mobile Phone Company who are looking to offer a pilot Small Cell Technology mobile phone installation in later spring when the funding will be available.</p> <p><u>THE ABBOTT-ANNUAL REVIEW.</u></p> <p>Cllr. Haden said the cost of producing the Abbott is 11% of the Parish Council budget. Many people could view it on The Hub or web-site and, if fewer paper copies were needed, it could be printed privately. He will discuss this with Dr. Day, the editor. The Clerk explained that SR Print and Design had overcharged so the last copy was free and the next one will be cheaper to make up for this. It will be £148 per copy from then on. Cllr. Vaughan suggested getting advertising from outside the village.</p>	
21.11	<p><u>FOOTPATHS AND GREEN ISSUES</u></p> <p>a. <u>THE NATIONAL TREE PLANTING SCHEME UPDATE</u></p> <p>The project was for 110,000 trees to be planted in North Norfolk and a 70 Acre site for a new arboretum. Two large private plots and a local farmer have expressed interest as well as smaller sites and the Poores Land in the village. Cllr. Talbot had had a meeting in the village and agreed to work towards a plan. NNDC Project Manager is now stating that the full cost of trees and/or planting will only be covered in full if the land has public access. This has yet to be verified by Cllr. Talbot. Due to Covid19 the project is on temporary hold.</p> <p>b. <u>UPDATE ON THE TERRACYCLE RE-CYCLING PROJECT</u></p> <p>Dr. Day had sent a long e-mail on this. BT will not allow the site by the old telephone box to be used but Mr. Hodson agreed in principle for it to be sited on his land by the bottle bank. The product streams list has reduced since the idea was first proposed which may make it less viable. There is a scheme operating in Aylsham. It was agreed to defer at present. Dr Day was thanked for all his work on this scheme.</p> <p>A letter had been received from Kate Haselton-Glee at NNDC suggesting a textile recycling facility. Cllr. Vaughan said there had been a clothes bank at the church but it was removed as they got a lot of rubbish. It was agreed there are a lot of clothes re-cycling banks in the area so this will not be considered.</p> <p>c. <u>UPDATE ON SPEEDWATCH</u></p> <p>Ten residents have completed the documentation and have been cleared. The Group is on top of the list for training once this can go ahead.</p> <p>d. <u>REPORTS OF VEHICLE DRIVING UP THE PATH TO THE SCHOOL.</u></p> <p>Cllr. Brown reported a red pick-up driving on the footpath when there was work being carried out in the field. There is no evidence of vehicle tracks on the footpath now.</p> <p>Cllr. Haden said the footpath past the Village Hall is a quagmire. Cllr. Vaughan said the Parish Council used to manage this and there was a 3ft. wide pea-shingle path there. It was agreed the Clerk should ask Highways if they would improve this footpath. Cllr. Taylor said Church Path to the Hill is also bad.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk Page 259</p>

21.12	<p><u>ON-GOING ISSUES TO REPORT AND RESOLVE, WHERE POSSIBLE, ON-GOING COMMUNITY ISSUES.</u></p> <p>Cllr. Taylor said there is a problem with dog-poo and uncontrolled dogs being off the lead. She suggested cameras on the Village Hall & the Common by the Hill. Cllr. Talbot suggested Community-Centric posters to encourage people to clear up after their dogs. It was agreed Cllr. Haden will provide posters for the Hub, web-site and notice-boards and letters could go to known culprits. All dogs need to be kept under control at all times. There have been reports of recent dog-fights resulting in altercations between the owners. People are reminded to behave responsibly when walking their dogs.</p> <p>a) <u>Village Improvement Tracker.</u> Half of the items had been addressed but there are still about 20 to do including the village sign. It was agreed that Cllrs. Haden and Vaughan should prioritise and circulate these issues. Several people had complained about a van being parked in The Street in front of the defibrillator and left overnight. The Clerk will speak to the owner. Cllr. Talbot thanked the people behind the Community Hub.</p>	<p>Cllr. Haden & Vaughan</p> <p>Clerk</p>
21.13	<p><u>CORRESPONDENCE RECEIVED</u></p> <p>a. <u>TO REPORT ON CORRESPONDANCE RECEIVED.</u></p> <p>Covered under Agenda items.</p>	

The meeting closed at 8.40p.m. The next meeting is March 9th 2021.

Members of the public were invited to speak.

Was the Abbott printed on re-cycled paper? It needs to be delivered to people not on the Hub.

A big thankyou to everyone who contributed to the Christmas events which were much appreciated.

Concerns raised about security cameras on the footpath from the Aylsham Road and bright lights which come on at night. The Information Commissioners Office in London can give advice. The cameras should avoid intrusion into other people's property.

How many dog bins are there in the village? There are 5; In Germany, people sweep the road in front of their properties; The village should see the plaques before the money is spent; Volunteers could check the telephone box.

The 1896 & 1923 Ordnance Survey maps show the footpath running from The Aylsham road to the School; This was pea shingle from the Village Hall towards the Footpath properties; The ditches by Pine Trees are blocked and need to be cleared; There is an underground spring on the Aylsham Road by the footpath and the water cannot get away and this is made worse by the burst pipe.

The grass should not be cut where the bulbs have been planted.

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Details of helplines, volunteering etc. provided after the meeting.

Volunteering Opportunities:- Volunteer Centre; NHS Volunteer Responders; CVS; Do-it Website; British Red Cross Community Reserve Volunteers

Help for the older generation: thesilverline.org.uk 0800 470 8090;
ageuk.org.uk 0800 6781 602

Help for those in despair Samaritans.org 116123

Help for carers Carerstrust.org

Help with mental health Youngminds.org.uk; Mind.org.uk;
Mentalhealthfoundation.org.uk; Everymindmattersnhs.uk

Help with bereavement Cruse.org.uk