

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOTT HELD ON 9th. NOVEMBER 2021 at 7.00p.m. in the VILLAGE HALL, SWANTON ABBOTT.

PRESENT –Cllrs. Belsham (Chair), A Brown, R. Gee, & M. Vaughan, the Clerk G Kimmerling, NCC & NNDC Cllr. Penfold, Anna Clarke from NNDC & 29 members of the public.

Open session for members of the public to speak.

Cllr. Belsham welcomed everyone to the meeting.

It was suggested that the Minutes of the last meeting were inaccurate and the Councillors should not approve them; one of the Councillors should be asked to resign; Mr. Green had sent a letter explaining why he had resigned from the Parish Council.

	AGENDA	<i>Action</i>
21.67	<p>a. <u>APOLOGIES FOR ABSENCE</u> None.</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 SEPTEMBER 21st. 2021</u></p> <p>Resolution. Proposed by Cllr. Belsham, & agreed by the Parish Council to accept the Minutes of the meeting held on September 21st. 2021 as a true record. These were then signed by the Chair.</p>	
21.68	<p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a. The defibrillator course had been a success with 11 people attending</p> <p>b. Most of the footpaths have been cut back</p> <p>c. The Affordable Housing Consultation event was well supported but a few people said they did not receive an advertising leaflet. The Chair stated it had been delivered to every house and was published on the notice-boards and social media as well.</p>	
21.69	<p><u>APPOINTMENT OF VICE-CHAIR</u></p> <p>Resolution. Proposed by Cllr. Belsham and seconded by Cllr. Brown to appoint Cllr. Vaughan as Vice-Chair. There were no other nominations and Cllr. Vaughan accepted the position. He signed the Declaration of Acceptance of Office at the end of the evening.</p>	
21.70	<p><u>NORFOLK COUNTY COUNCIL AND NORTH NORFOLK DISTRICT COUNCIL REPORTS.</u></p> <p>Cllr. Penfold said the Greenbuild event is on-line this year with interesting speakers including Chris Packham. It is continuing this week and the details are on the web-site. £126m had been paid on Covid 19 grants. Electric charge points are currently being installed in Bank Loke car park, North Walsham. A lot of work is to be carried out in North Walsham including pedestrianisation; new bus routes; improvements to the main cross roads junction and the roundabout near Lidl and a new skate park. He has £10,000 available for Highway work which could include footpaths maintained by Highways and £1500 available for trees and hedges.</p> <p>Cllr. Penfold invited questions.</p> <p>The access from the Hill to the B1150 is dangerous and two trees need to be cut down to improve visibility. Cllr. Penfold will speak to Mr. Alexander.</p> <p>The Weavers Way road crossing near North Walsham needs warning signs.</p> <p>The Aylsham Road culvert is privately owned but Cllr. Penfold could use some of the Highways budget to clear this.</p>	

21.71	<p><u>REPORT FROM ANNA CLARKE ON THE AFFORDABLE HOUSING CONSULTATION.</u></p> <p>Anna Clarke explained that she is the NNDC Community Housing Enabler. She gave a background to the project and said one landowner had come forward to offer land. There are 37 households on the Housing register for Swanton Abbott, Westwick, Scottow and Skeyton. Only Exception Housing can be built in Swanton Abbott at present. Most houses sold recently in the village are beyond the means of most people and there are no homes for private rent here. Local community-led organisations have more control over who can live in the properties and there is a start-up grant of £6000 available. At the event held in the Wesleyan Chapel, survey forms were handed out and 54 were completed on the day. These are the results:- Do you support the need to build affordable housing for the community? Yes 32, No 22 Do you support this being an affordable community-led scheme? Yes 28, No 26 Was the consultation helpful and informative? Yes 40, No 10 Would you like to find out more about community-led housing? Yes 15 People also supported a village green and play/recreation area. There were concerns around drainage, flood issues and more development. It was agreed that there should be a meeting with the people interested in community-led housing which Ms Clarke would arrange. Questions were invited from the floor:- Would a housing association take on the properties? Yes and people on the Housing register would be able to bid for the properties. The access and drainage problems have not changed from the previous proposed development. The Housing Association would deal with this and Highways would consider the access. It was felt that the response did not reflect people's views as some people didn't know about the event. There was concern that the rest of the land would be unfarmable so could lead to being built on in the future. The village needs young families. Cllr. Gee said issues such as flooding and traffic would be dealt with at the Planning Application stage. Cllr. Belsham thanked Anna Clarke who then left the meeting.</p>	
21.72	<p><u>FINANCES</u></p> <p>a) <u>TO CONSIDER THE PRESENT FINANCIAL POSITION</u> The Clerk had produced up-to date accounts. £3000 had been received from the Precept, 9p from interest, £407.84 from re-cycling and £170 from adverts in the Newsletter.</p> <p>b) <u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE OUTSTANDING INVOICES FOR PAYMENT.</u> Resolution. Proposed by Cllr. Brown, seconded by Cllr. Gee and approved by the Parish Council to pay the following invoices. The following payments were paid before the meeting:- Mrs. J A Vaughan s137 gift for retiring Chair £24.00 on-line Macmillan Nurses s137 re-cycling monies £323.84 by cheque Chq. No. 100987, dated 10.10.21, signed by Cllrs. Belsham & Vaughan.</p>	

	<p>The following payments were authorised to be paid on-line:-</p> <table border="0"> <tr> <td>G Kimmerling</td> <td>Clerk's salary</td> <td>£328.66</td> </tr> <tr> <td>G Kimmerling</td> <td>Clerk's expenses</td> <td>£ 20.45</td> </tr> <tr> <td>G Kimmerling</td> <td>Microsoft 365 Office subscription</td> <td>£ 70.00</td> </tr> <tr> <td>G Kimmerling</td> <td>s137 Wreath</td> <td>£ 17.00</td> </tr> <tr> <td>Swanton Abbott Village Hall</td> <td>3 meetings</td> <td>£ 37.00</td> </tr> <tr> <td>Wesleyan Chapel</td> <td>Hire of hall Consultation evening</td> <td>£ 20.00</td> </tr> <tr> <td>Defib Store</td> <td>Pads for defibrillator</td> <td>£ 61.20 (VAT £10.20)</td> </tr> <tr> <td>SR Print and Design</td> <td>Newsletter</td> <td>£ 92.00</td> </tr> <tr> <td>G Kimmerling</td> <td>Repairs to computer</td> <td>£ 80.00</td> </tr> </table> <p>Paid by cheque Wesleyan Chapel Defibrillator electricity Chq. No. 100988, dated 9/11/21 signed by Cllrs. Belsham & Vaughan</p> <p>C) <u>TO APPROVE NEW STANDING ORDER PAYMENTS TO THE CLERK.</u> The Clerk explained that she had taken over the Standing Order payments from the previous Chair. These are £5.99 for the Website and £14.39 for the Zoom Communications. This was approved. It was agreed to consider whether to carry on with the Zoom account at the next meeting. This can be used by other village organisations but there may be better alternatives.</p> <p>D) <u>TO CONSIDER AND AGREE THE PRECEPT FOR 2022/23</u> The Clerk and Chair had prepared figures for consideration. It had been agreed to precept £500 towards a new village sign. The figures were discussed. The expected expenditure is £8450 and expected income £1151 before the Precept. There is £3700 available in the accounts. Cllr. Belsham was keen not to raise the Precept this year but Cllr. Vaughan said it was necessary to balance the books.</p> <p>Resolution. Proposed by Cllr. Belsham, seconded by Cllr. Gee and approved by the Parish Council to set a Precept of £6500.00. The Clerk will inform NNDC on-line as required.</p>	G Kimmerling	Clerk's salary	£328.66	G Kimmerling	Clerk's expenses	£ 20.45	G Kimmerling	Microsoft 365 Office subscription	£ 70.00	G Kimmerling	s137 Wreath	£ 17.00	Swanton Abbott Village Hall	3 meetings	£ 37.00	Wesleyan Chapel	Hire of hall Consultation evening	£ 20.00	Defib Store	Pads for defibrillator	£ 61.20 (VAT £10.20)	SR Print and Design	Newsletter	£ 92.00	G Kimmerling	Repairs to computer	£ 80.00	Clerk
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21.73	<p><u>PLANNING</u></p> <p>a) <u>TO CONSIDER ANY PLANNING APPLICATIONS.</u> <u>PF/21/2383 Sandfields Cottage, Youngmans Lane</u> <u>Two storey extension to north side of dwelling; single and two storey extensions to south side following removal of existing single storey sections extensions; front and rear porches; detached 3 bay garage and workshop for domestic use to rear.</u> Approved prior to the meeting.</p> <p>b) <u>TO NOTIFY OF ANY PLANNING DECISIONS BY NNDC</u> None.</p> <p>c) <u>TO CONSIDER ANY OTHER PLANNING ISSUES</u> None.</p>																												
21.74	<p><u>HIGHWAYS AND DRAINAGE ISSUES UPDATE</u> Cllr Vaughan said there is still a problem in The Street and asked the Clerk to send the details of the Highways department and copy in the other Councillors Anglian Water had been asked to provide an up-to-date report but had not done so. The Clerk will contact them again and ask them to repair the large dip in The Street as well. A copy of the e-mail will go to the Parish Council and NCC Cllr. Penfold. NCC Cllr. Penfold re-iterated that the culvert in the Aylsham Road was privately owned. Cllr. Gee said this had been going round in circles for years and suggested the Parish Council could obtain insurance indemnity to get a contractor to investigate and clear the blockage and repair as necessary.</p>	Clerk Page 290																											

21.75	<u>TO CONSIDER CO-OPTION ONTO THE COUNCIL</u> The Clerk explained that no-one had requested an election so the Parish Council could now fill the three vacancies by co-option. Cllr. Vaughan suggested waiting until the AGM in May. It was agreed to consider this at the next meeting. <i>Cllr. Penfold left the meeting.</i>	Agenda
21.76	<u>TO CONSIDER THE WEB-SITE CO-ORDINATOR POSITION.</u> The Clerk had contacted Mr. Robin Vincent who had previously managed the web-site. Cllr. Belsham will arrange a meeting to discuss the details of taking this forward.	Cllr Belsham Clerk
21.77	<u>TO CONSIDER HOW THE ABBOTT NEWSLETTER SHOULD CONTINUE</u> Cllr. Belsham thanked Dr. Day for producing a newsletter to cover the forthcoming events. She will look into the way forward for future newsletters. It will be on the next Agenda.	Cllr Belsham Agenda
21.78	<u>TO APPOINT A CO-ORDINATOR FOR THE SAM2 MACHINE AND THE DEFIBRILLATOR.</u> Cllr. Belsham explained what the Sam2 machine was and thanked Mr. Talbot for being responsible for this and for organising the Speed Watch team whilst he was on the Parish Council. Cllrs. Vaughan & Brown volunteered to take on the Defibrillator. Cllr. Belsham asked for volunteers from the members of the public to take responsibility for the Sam2 machine and Mr. Greenwood volunteered. Mr. Talbot will arrange training with him.	
21.79	<u>COMMUNITY ENGAGEMENT</u> a) <u>TO CONSIDER THE QUEEN'S JUBILEE CELEBRATIONS.</u> This is in June 2022. Cllr. Brown suggested replacing the Ash tree at the end of the Poplars; creating vegetable gardens in the Play Park for the children and planting a community orchard which had been discussed with Cllr. Vaughan. She will organise community involvement in any activity. There may be funding available for these projects. This will be included in future agendas b) <u>WREATH LAYING FOR THE PARISH COUNCIL FOR ARMISTICE DAY.</u> Cllr. Vaughan has the wreath. There will be 2 minutes silence by the Village Sign on Thursday 11 th November at 11a.m. followed by laying the wreath. Cllr. Belsham gave her apologies as she will be away. There will be a wreath laying ceremony at the church at 11.20 on Sunday following a service at Tuttingham church.	Cllr Brown Agenda
21.80	<u>VILLAGE SIGN AND PLAQUE UPDATE.</u> The memorial plaque is in situ at the base of the Village sign. Cllr. Vaughan was thanked for organising this and for painting the bin. The Village sign is too far gone for repairs so the Parish Council will include money in the Precept to replace this as soon as possible. Cllr. Gee will look into Rural funding towards this.	Cllr Gee
21.81	<u>BROADBAND AND MOBILE PHONE UPDATE.</u> NCC are in the process of working with new providers, one of which is County Broadband and an ongoing project with BBfN, a gigabit project to update Broadband in the village. If you receive a letter from County Broadband it is important to express an interest in the project, replying to them for further information, as they are one of the chosen suppliers. Norfolk has been awarded one of the largest Government awards for these schemes. More information can be found by searching Project Gigabit Norfolk on the internet. No further update on Small Cell Technology from EE on mobile phones. Cllr. Gee informed NCC that the poor mobile phone signal was reported by many residents in the Village Plan.	

21.82	<p><u>FOOTPATHS AND GREEN ISSUES</u> Mr. Talbot was thanked for his work on the Parish Council regarding tree planting. He is still involved in this and gave a report. There are 2-3000 trees for the village but the planting has been postponed until February. Most are for the Poor Lands, 3 in private areas and some on the village boundaries. It was suggested having an area for memorial trees with plaques. This will be on the next Agenda.</p>	Agenda
21.83	<p><u>ON-GOING ISSUES TO REPORT AND RESOLVE, WHERE POSSIBLE, ON-GOING COMMUNITY ISSUES.</u> It was suggested that NCC/NNDC Cllr. Penfold could be asked about funding to improve Footpath 3 by the Village Hall. Cllr. Vaughan has sourced a Christmas Tree for the community and the Clerk has the decorations. Dr. Day will continue with the Terracycle scheme for crisp packets but he suggested this could be extended if a team of people could take it on. He has sent £44.00 to the Play Park from the crisp packet re-cycling. This will be on the next Agenda.</p>	Agenda
21.84	<p><u>TO REPORT ON CORRESPONDANCE RECEIVED.</u> The Clerk read out the following:- 1)E-mail about the Jolly Farmers suggesting a legal financial partnership with limited shares sold so that the pub could be upgraded. Cllr.Belsham said this was not the view of the Parish Council. 2) 4 detailed letters in response to a letter to the Parish Council regarding Footpath 3 and NCC Highways conclusions. The main points from all 4 letters are:</p> <ul style="list-style-type: none"> • The ownership of the track is not known but 4 properties have right of vehicle access written into their property titles • GPS Boundary survey shows that the fence is over the boundary line • A footpath cannot be re-routed without proper consultation and approval • Any fence beside a footpath should be 2 meters away in this case • The fence at the rear of the property has been erected on a neighbouring properties land • None of the fence panels have been damaged • The owner of the property has acted aggressively and in an intimidating manner • Use of filming with a go-pro or mobile phone is harassment and an invasion of privacy • Could the Parish Council contact Highways again about this issue? <p>Cllr. Belsham said the Parish Council had asked Highways and the Rights of Way Officer to look into the concerns .Highways have now closed this matter. Cllr. Belsham had also spoken to NCC Cllr. Penfold who confirmed that the matter was closed. It is now a dispute between the parties and the Parish Council has no authority to act on this. 3) E-mail from Mr. Green explaining why he resigned from the Parish Council after one meeting. This was due to personal issues with various members of the community but no issues with the Parish Council. 4) E-mail requesting information about the SAS's AGM meetings. The Parish Council will pass this request on to the relevant group. The meeting closed at 8.50p.m. Next Meeting January 11th. 2022</p>	