

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOTT HELD ON 4th. OCTOBER 2022 at 7.00p.m. in the VILLAGE HALL, SWANTON ABBOTT.

PRESENT –Cllrs. Vaughan (Chair), A Brown, S. Day & R Ford, the Clerk G Kimmerling, NCC & NNDC Cllr. Penfold, & 5 members of the public.

Open session for members of the public to speak.

There is an on-going problem with drainage at Trunnyuns which has caused subsidence. This has been reported to the authorities but keeping drainage ditches clear is the responsibility of the landowners. Cllr. Vaughan said the Parish Council cleared the drains in 2018 (amended to 2019 by e-mail) and the channel doesn't need to be any deeper.

A statement was made that the Parish Council should be beyond reproach and should work for the whole village. It failed to carry out proper procedures for co-option and the speaker had concerns about the people who had been co-opted. Two Village Plans showed support for affordable housing and the Parish Council should also support this.

| | AGENDA | <i>Action</i> |
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| 22.58 | <p>a. <u>APOLOGIES FOR ABSENCE</u> Cllr. McAnsh – away.</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 JULY 12th. 2022</u></p> <p>Cllr Day asked for Item 22.49c to be amended to – 'It was decided that the Parish Council should neither support or oppose this scheme....'. This amendment was agreed by the Parish Council.</p> <p>Resolution. Proposed by Cllr. Vaughan, seconded by Cllr. Ford & agreed by the Parish Council to accept the Minutes of the meeting held on July 12th. 2022 as a true record. These were then signed by the Chair.</p> | |
| 22.59 | <p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a. Three new Councillors have completed the New Councillors Training.</p> <p>b. County Broadband will install fibre to the village for Superfast Broadband as there had been enough support.</p> | |
| 22.60 | <p><u>NORFOLK COUNTY COUNCIL AND NORTH NORFOLK DISTRICT COUNCIL REPORTS.</u></p> <p>Cllr. Penfold said NNDC has a full council meeting tomorrow. He asked if there had been any problems with the new date for bin collection. Cllr. Vaughan said they do half the street on Tuesday and then come back the following day to finish.</p> <p>The North Walsham Action Zone is closed for most traffic while the work is carried out. It will then have limited access to traffic. The bus interchange is working well and more parking spaces have been created elsewhere in the town. The Mundsey Road car park is to be re-surfaced.</p> | |

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| | <p>Cllr. Penfold attended the proclamation of the new King at County Hall. The full council meets here on October 11th. The North Western Link Road consultation has now closed. The costs for this are soaring. There is a £60m deficit in the budget so big cuts are coming - £11m in Adult Care & £2m in Children's Services. There is £8m from central Government for the Household Support Scheme so 15 more food hubs will be created.</p> <p>He asked about the gouge in Swanton Abbott Road to Worsted. This starts in Long Common Lane. Cllr Vaughan has reported this to Highways and Cllr. Penfold will also speak to them.</p> | | | | | | | | | | | | | | | | | | | | | | |
| 22.61 | <p>FINANCES</p> <p>a) <u>TO CONSIDER THE PRESENT FINANCIAL POSITION</u> The Clerk had produced up-to date accounts. Another £100 had been paid in for the Village Sign and the second half of the Precept had been received. NCC Cllr. Penfold said he would pay the £500 promised for the Village Sign.</p> <p>b) <u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE OUTSTANDING INVOICES FOR PAYMENT.</u> The Clerk explained that the Microsoft subscription was a Family subscription which covered two computers and she suggested the Parish Council pay half of the subscription. Cllr. Day said a single subscription was £59.99 so proposed the Parish Council pay this amount. This was approved by the Parish Council.</p> <p>Resolution. Proposed by Cllr. Vaughan, seconded by Cllr. Brown 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>SR Print & Design</td> <td>Newsletter</td> <td>£194.00</td> </tr> <tr> <td>Norfolk ALC</td> <td>3 new councillor courses</td> <td>£194.40</td> </tr> <tr> <td>G Kimmerling</td> <td>McAfee subscription</td> <td>£ 99.99</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</td> <td>£ 328.66</td> </tr> <tr> <td>G Kimmerling</td> <td>Clerk's expenses</td> <td>£ 28.96</td> </tr> <tr> <td>G Kimmerling</td> <td>Microsoft subscription</td> <td>£ 59.99</td> </tr> <tr> <td>S A Village Hall</td> <td>Hire of hall</td> <td>£ 10.00</td> </tr> </table> <p>c) <u>TO APPOINT ANOTHER SIGNATORY TO THE ACCOUNTS.</u> Due to the resignations of Parish Councillors, there is only one signatory to The accounts at present.</p> <p>Resolution. Proposed by Cllr. Vaughan, seconded by Cllr. Day and agreed by the Parish Council to appoint Cllr. Brown as a signatory to the accounts.</p> | SR Print & Design | Newsletter | £194.00 | Norfolk ALC | 3 new councillor courses | £194.40 | G Kimmerling | McAfee subscription | £ 99.99 | G Kimmerling | Clerk's salary | £ 328.66 | G Kimmerling | Clerk's expenses | £ 28.96 | G Kimmerling | Microsoft subscription | £ 59.99 | S A Village Hall | Hire of hall | £ 10.00 | Clerk |
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| 22.62 | <p>PLANNING</p> <p>a) <u>TO CONSIDER ANY PLANNING APPLICATIONS.</u> None received.</p> <p>b) <u>TO NOTIFY OF ANY PLANNING DECISIONS BY NNDC</u> <u>PF/22/0073 Sandfields Cottage, Youngmans Lane.</u> Erection of detached domestic outbuilding to rear of dwelling. Permission granted.</p> <p><u>PF/22/1512 Westside, Cross Road</u> Erection of garage to side of dwelling Withdrawn.</p> | Page 310 | | | | | | | | | | | | | | | | | | | | | |

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| | <p>c) <u>TO CONSIDER ANY OTHER PLANNING ISSUES -EXCEPTION HOUSING MEETING ON SEPTEMBER 21ST.</u></p> <p>This was organised and run by NNDC Community Housing Officer, Anna Clarke.</p> <p>Cllr. Day said the hall was full. A survey would cost £2500 and NNDC would not pay for this. Concerns were raised about drainage, traffic, the school etc. A report from the meeting will be made available to the village. Cllr. Ford mentioned that the Parish Council are only Consultees in Planning matters. Cllr. Brown said the Parish Council had facilitated the initial meeting with Anna Clarke as there was support for a small affordable housing scheme in the Village Plan so had carried out it's obligations.</p> | Clerk |
| 22.63 | <p><u>HIGHWAYS AND DRAINAGE ISSUES UPDATE</u></p> <p>a. <u>UPDATE ON SITE MEETING</u></p> <p>Cllr. Vaughan had met with Highways. It was agreed that certain gullies would be cleared and The Street would be re-surfaced in the next round of work.</p> <p>b. <u>TO CONSIDER BLOCKED DITCHES AND THE CULVERT SOUTH OF THE AYLSHAM ROAD.</u></p> <p>Highways are not responsible for the culvert under the Aylsham Road. Landowners are responsible for keeping their ditches clear. It was agreed to send letters to all landowners reminding them of their responsibilities. Cllr. Brown will get a price for clearing ditches for information. The Parish Council will carry out a site visit to assess the problems on 30th. October.</p> | Clerk Councillors |
| 22.64 | <p><u>COMMUNITY ENGAGEMENT UPDATE</u></p> <p>a. <u>REPORT ON THE REVELS EVENT</u></p> <p>Cllr. Brown said there had been a lot of events in the village and a substantial amount had been raised for charities. The Revels had been started in an attempt to get the village together. This year there had also been an Open Gardens on the Sunday but this was not so well supported. 40 volunteers from most village organisations had taken part in making the day a success. The AGM will be held shortly when the final financial figures will be available. Half the profits will go to Musical Keys. The Revels will be held again next year.</p> | |
| 22.65 | <p><u>FOOTPATHS AND GREEN ISSUES UPDATE</u></p> <p>Cllr. Day had walked most footpaths and there were no problems. The Village Hall now has a Textile bank on site. A young resident of Sunningdale, Cross Road is keen on Green issues and Cllr. Day will consult him for future plans. Cllr. Vaughan said lots of trees should have been planted but this has not happened. He will follow this up. Cllr. Ford reported horse manure on Footpath 3. Horses should not use the footpaths. This will be mentioned in the next edition of the Abbott.</p> | Cllr. Vaughan Cllr Day |
| 22.66 | <p><u>RISK REGISTER – TO CONSIDER A PARISH COUNCIL RISK REGISTER.</u></p> <p>Cllr. Ford said the issue of a Risk register was covered in the course. The Parish Council does not have one at present. It should cover possible risks for the village and actions that could be taken to mitigate these. Cllrs. Ford and Day were willing to take this forward.</p> <p>Resolution. Proposed by Cllr. Day, seconded by Cllr. Ford and agreed by the Parish Council to set up a Parish Council Risk Register. The Clerk will find out what other councils have.</p> <p>Cllr. Brown said the Parish Council should also have a Development Plan.</p> | Cllrs. Day & Ford Clerk |

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| 22.66 | <p><u>RESIGNATION FROM THE PARISH COUNCIL.</u> a) <u>TO REPORT THE RESIGNATION OF CLLRS. GEE AND BELSHAM FROM THE PARISH COUNCIL.</u></p> <p>The Parish Council was sorry to lose Cllrs. Gee and Belsham. The Clerk explained that the 5th October was the last day for 10 people to ask for an election. NNDC would advise if an election had been requested and, if not, the post could be filled by co-option. The earliest a new councillor could be co-opted was the November meeting which was then only 6 months before the elections in May. A new councillor would only be in place for two meetings Cllr. Vaughan felt that it was not worth the cost of training a new councillor who might not be elected in May and proposed running the council with 5 members until the May elections. The Parish Council agreed with this so the vacancies will not be advertised for co-option.</p> | |
| 22.67 | <p><u>ON-GOING ISSUES</u> <u>TO REPORT AND RESOLVE, WHERE POSSIBLE, ON-GOING COMMUNITY ISSUES.</u></p> <p>The Clerk pointed out that, due to the resignations, some allocated jobs were unfilled. A representative on the Village Hall Committee cannot be put forward until the Annual Parish Meeting in May. Cllr. Day offered to take on the Bottle Bank and will be responsible for Footpaths and Green issues on his own. Broadband has been resolved.</p> | |
| 22.68 | <p><u>CORRESPONDENCE RECEIVED.</u> The Clerk had only received Clerk's and Councils Direct booklets.</p> | |
| | <p>The meeting finished at 8.20p.m. The next meeting is November 8th.</p> <p>A member of the public commented on the Planning meeting and said people were looking for leadership from the Parish Council and felt that residents wanted a vote on the affordable housing scheme.</p> | <p>Page 312</p> |