

# BEIGHTON WITH MOULTON ST MARY PARISH COUNCIL

Minutes of Meeting held on Tuesday 9<sup>th</sup> March 2021 via Zoom at 7.30 pm

Present: Joseph Wright (Chairman), Ivan Cator, Valerie Mack, Kathleen Ashcroft, Edgar Matthews, Allan Wright, Jessica Jennings (Clerk)

Plus Brian Iles (County Councillor), Grant Nurden (District Councillor) and 2 members of the public.

## 1. Attendance:

Apologies accepted from Sophie Young.

## 2. Declarations of Interest and Dispensations: None

## 3. Public Forum

### 3.1 County Councillor's Report

- Rate increases have been discussed and agreed – a 1.99% + 2% for Adult Social Services. Norfolk CC was entitled to charge a further 1% but due to savings made, decided not to.
- The over 85's cost the County a lot of money, due to the types of services they need to access and this is a main reason behind the increase in Adult Social Services spend. Norfolk has been awarded a higher percentage of Government grants than any other county in the East of England.
- Greater Norwich Local Plan (GNLP), report on housing. Some other villages, such as Acle and Lingwood, are having issues with this. No problems reported for Beighton regarding GNLP and new housing.
- Silted up grips have been causing and contributing to flooding. Highways will be addressing this in due course.
- The issue of sugar beet lorries was raised by Allan Wright – their frequency and early morning starts, and whether the speed sign could be changed so that it gives the actual speed rather than one that just flashes up if exceeding 40mph. Brian responded that he had raised the issue of the speed sign with Highways some years ago but they refused to change it as they said it wouldn't work. Brian to speak to Cantley factory about these points.

### 3.2 District Councillor's Report

- Increase in Council Tax of 3.5% - equates to £4.39 per Band D property, which is less than the £5 in previous years.
- Garden waste brown bins have increased by £5. From £46 to £51 if pay by direct debit, or from £53.50 to £ 58.50 if not. There will also be a re-joining fee introduced for those who cancel their brown bins over the winter.
- Local Restriction Support Grants are available. As part of the Government's 4-step plan for coming out of Lock-down, more LRSNG grants have been announced which allows Broadland DC to make payments to rated properties that have had to remain shut due to

restrictions. Broadland DC paid out £4.6m via BACS to 2,000 recipients who had been successful in their applications for grants.

- Additional Restrictions Grants are available to help those businesses that haven't yet received or been able to access any Covid related financial support.
- The Greater Norwich Local Plan (GNLP) consultation is currently underway and has been extended to 22<sup>nd</sup> March. People can have their say on the website.

### 3.3 Village Hall Report

- No report available as no activity at Village Hall due to Coronavirus restrictions.

3.4 Public Participation – Peter Howell (Parishioner) explained how there had been problems with the defibrillator and that the pads were in a poor state and the battery not working. A complaint was lodged with the manufacturer who have replaced the defibrillator and is now working again. Peter also reiterated the concerns raised over the sugarbeet lorries, although he said that most were very good. Of the ones he'd reported to the factory, the drivers had been given warnings by the factory. Lorries can't be admitted before 6.00 am. Once Speedwatch can start up again after Lockdown, he will be able to start monitoring the lorries again. The PC agreed that this would be good and would hopefully have an affect on keeping to the speed limit.

## 4. **Minutes of Previous Meeting**

The Minutes of the meeting held on 12<sup>th</sup> January 2021 were agreed to be a true and accurate account and it was resolved that the Chairman sign them.

4.2 Matters Arising: The Clerk was asked to chase up the footpath issue near the Elizabethan House – the steps have been replaced with stones / hard surface but it gets very slippery when muddy and still needs a proper repair. (See 9. on Minutes)

### 4.3 Clerk's Report

- Clerk reported that she had a quote from John Gallop for the Internal Audit for the year end accounts of £125. All Councillors agreed to accept this.
- Due to change in Tax Code, Clerk is owed a tax rebate of £336.60 which, due to the way the HMRC Payroll works, will be included in the wage payment payable in March. Clerk to clarify with HMRC that the Parish Council will also get rebated if they have to pay the rebate to the Clerk and the process for claiming it back. With the rebate, the Feb/March payment to the Clerk will be £721.44.
- Confirmed that all Poors Money for distribution had been passed to those Councillors responsible for delivering it. Also that a cheque for £630 was paid to A L Shearing as reimbursement, due to payment being made twice in error.
- No official notification has been received yet regarding the success or not of the Parish Partnership Scheme application for the church path but there was mention of it having been successful in the EDP. Waiting to receive official confirmation.
- Clerk had contacted Broadland DC to request more dog poo signs but was told they no longer provide 'actual' signs (sticky ones or metal ones) but have sent one that can be printed off, laminate and displayed.
- The Zoom account has been upgraded from the free version to a paid version, which allows for unlimited minutes. The cost per month overall is £14.40 but this has been shared with

Halvergate PC, so the cost to Beighton Parish Council is £7.20 per month. A standing order has been set up for payment (to the Clerk's personal account as full payment is taken from Clerk's account to pay the Zoom licence fee).

- Highways issues were reported to Highways Rangers for them to look at on their visit but had no feedback yet, despite e'mailing and asking for an update. Will keep chasing.
- Norfolk Association of Local Councils (Norfolk ALC) annual subscription renewal notice received - £160.44. To be approved for payment in Agenda Item 7. But won't issue payment until next financial year (payment not due until April).

## 5. Correspondence of Note

- Play Area Letter – letter received from Parishioner had been forwarded to Councillors for information.
- Permissive Path enquiry – e'mail received from Parishioner regarding the possible creation of a permissive path (from Chapel Road to Worlds End Road) had been forwarded to Councillors for information. Only had one enquiry about it, so will file for future reference if necessary.
- Letter & USB from Highways England regarding A47 Blofield to North Burlingham and their application for a Development Consent Order which has been accepted. Required to inform Parish Council. Forwarded to councillors for information.
- Police Engagement Meeting for Acle and surrounding parishes – 30<sup>th</sup> March, 6.00pm via Microsoft Teams. To raise local issues and concerns. All details on parish Website and Facebook. Ed Matthews will attend and report back to next meeting.

## 6. Planning

20210313 Bleak Haven, Kittles Road, Moulton St Mary  
Single Storey rear and side extension and associated internal alterations.

No objections raised, all in favour. Clerk to inform Broadland DC.

## 7. Finance

7.1 The following payments were agreed:

Norfolk Pension Fund	February / March	£ 100.40	
Jessica Jennings	February / March Wages *	£ 721.44	
HMRC	Feb/Marc Nil Return	£ 0.00	
Halvergate Parish Council	Op L/Bridge Stationery Order	£ 31.99	
Viking Direct	Stationery Order	£ 32.02	
Jessica Jennings	Zoom Licence Fee (March)	£ 7.20	Standing Order
	<b>Total:</b>	<b>£ 893.05</b>	
Payment made since last meeting:			
Broadland D.C.	Dog Bin Annual Payment	£ 187.20	
Jessica Jennings	December/ January Wages	£ 318.24	
HMRC	Income Tax Dec/Jan	£ 66.60	
Norfolk Pension Fund	December / January	£ 100.40	
ICO	Annual Fee	£ 35.00	Direct Debit
Jessica Jennings	Zoom Licence Fee (Jan & Feb)	£ 14.40	
	<b>Total:</b>	<b>£ 721.84</b>	

\* This includes Tax Rebate of £336.60

Receipts:			
Lloyds Bank	Interest	£	.11
	<b>Total:</b>	£	<b>.11</b>

Bank Balance as at 29 <sup>th</sup> January	£ 4,923.71
Outstanding Payments	£ 893.05
Receipts	£ .11
Projected Balance	£ 4,030.77
Business Account Balance	£13,584.43
<b>TOTAL FUNDS:</b>	<b>£17,615.52</b>

## 8. Items for Discussion

8.1 AGM / Village Meeting – From 7<sup>th</sup> May all meetings must be held in person again, although the National Association for Local Councils is lobbying for an extension to continue holding meetings via Zoom. The Parish Council AGM and Village Meeting is scheduled for 11<sup>th</sup> May and should, therefore, be held in the Village Hall. Coronavirus risk assessments and mitigation will need to be applied, including 2mt social distancing, face-mask wearing and hand sanitizing. Given the size of the Village Hall, with 7 Councillors, Clerk, County & District Councillors totalling 10, the 2mt social distancing rule would only allow for a maximum of approx. 4 members of the Public to attend. There is no other suitable venue as an alternative.

Councillors discussed the above and agreed that they need to wait for a final decision from Norfolk ALC. If it has to be an in person meeting, it was suggested that for any parishioners who can't attend due to lack of space, a Zoom camera could be set up to allow inclusion. Allan Wright said he would be able to sort out the technical side of things if necessary.

8.2 Financial Policy Checks: The following internal financial controls were reviewed and agreed to be signed off. It was recognised that, due to Covid, some aspects had not been met.

- Effectiveness of Internal Control
- Effectiveness of Internal Audit
- Duties of Responsible Financial Officer
- Beighton PC Financial Review Policy

8.3 Update on land behind Hopewell Gardens - Allan Wright updated the meeting that he is still waiting to hear back from Clarion Housing about them either selling or renting the land and giving the PC first refusal. Once Clarion have come back with the details, the PC can discuss it properly at a future meeting. It was agreed that the land had already been recognised as not being the most suitable site for a play area and that there were possible access issues for machinery such as grass cutters.

8.4 Chairman's Letter - confirmed that letters been printed and given to those Councillors who had volunteered to deliver them to parishioners.

8.5 Citizen's Advice – Request for Donation – Councillors felt Citizen's Advice offer an important, helpful service, which is available to all, and agreed to donate £100. Clerk to arrange payment.

8.4 Operation London Bridge – Location for Copper Beech. No obvious area has yet presented itself but it was recognised that a fairly large area would be needed in order to accommodate what will eventually be a large, mature tree. An area South of Moulton St Mary Church would be large enough but would also probably overshadow the garden next door, so therefore might not be suitable. Any area of land used in the Church would need permission from the Parochial Church Council. Another area suggested was on land where the old road lay-by is in Beighton as there is potentially a suitable area there. Similarly, the triangle of land near Manor Farm on Coxhill Road. Both these areas are Highways owned, so there may be restrictions. There was also opinion that it should be sited where people in the village can go and look at it and appreciate it.

To be carried forward again and discussed further.

**9. Items for Next Agenda / Information:**

- Potholes – there are some very deep and potentially dangerous potholes that still need to be dealt with (along High Road and out towards Cantley Cock). Clerk requested photos be taken and sent to her to pass onto Highways.
- Brian Iles informed the meeting that as he would not be standing at the next election, this would be his last Beighton PC meeting. He said he had enjoyed the last 22 years very much and working with the Parish Council. Joe Wright thanked Brian on behalf of the PC for all his contributions over the years, and all councillors thanked Brian.

With no more business to discuss, the meeting was closed at 8.28 pm

**NEXT MEETING:** Tuesday 11<sup>th</sup> May 2021, 7.30 pm, Beighton Village Hall (t.b.c.)

Signed:

..... J. Wright (Chairman) Date: .....