



**Meeting of Rockland St Mary with Hellington Parish Council  
held on Wednesday 8<sup>th</sup> July 2020  
This meeting was conducted by the Zoom facility**

**Meeting ID: 774 3216 2987**

**Password: 0Z1aUx**

**Public Participation Session:-** There was no public participation at this stage of the meeting.

**County Councillor's Report:-** County Councillor Barry Stone had received an invitation to attend the meeting but had not sent his apologies or provided a report.

**District Councillor's Report**

District Councillor Vic Thomson had provided information on the Test and Trace procedure full details of which can be found on the parish website [www.rocklandstmarywithhellington-pc.gov.uk](http://www.rocklandstmarywithhellington-pc.gov.uk)

In District Councillor Thomson's report which had been circulated to all Councillors prior to the meeting, he gave details of the support to be given to restaurants, pubs, cafes, hairdressers and other businesses under the umbrella of the "With Confidence campaign". To access further information go to [www.rocklandstmarywithhellington-pc.gov.uk](http://www.rocklandstmarywithhellington-pc.gov.uk). The situation was ever changing and today the Government had announced 30 billion pounds of spending.

**Present:** Cllrs Kate Bevington (Chair), Catherine McCormick, Nikki Green, Paul Francis, Mike Hayward and Ernie Green.

Monica Armstrong attended as Clerk and one member of the public logged in throughout the whole meeting and one member for part of the meeting. Vanessa Sewell also logged in. At this point the Chair spoke on behalf of Councillors to thank Monica for her 8 years excellent service as clerk. The Chair praised Monica's consistent professionalism, good humour, willingness to go the extra mile, and her great tact in both ensuring that councillors kept to their brief and in her dealings with parishioners. Councillors wish Monica a happy retirement.

**17.996. Apologies for absence :-** There were no apologies for absence.  
**NOTED.**

**17.997 Declarations of interest: -** There were no declarations of interest.  
**NOTED.**

**17.998 Minutes:-** Minutes of the meeting held on the 10th June 2020, copies of which had been circulated to all Councillors, were agreed and will be signed as a correct record by the Chair.

## **AGREED AND NOTED.**

### **• Matters arising:-**

**17.999.1 Verge at The Street (opposite the Post Office) –** The Clerk had received an email from Gary Overland stating that although currently it was not possible to arrange face to face meetings, it would be beneficial for an on-site meeting to take place in the future to discuss the issue in detail. His opinion was that the slabbed footway should never have been constructed and a dropped access should have been installed with a short section of linked footway when the houses were built. To rectify the matter would now be very costly and not something which could be considered from the Highways budget but the Parish Council could submit a Parish Partnership bid if Councillors felt that this was one of their priorities. Councillors E Green and Hayward offered to meet Mr. Overland and the Clerk will contact him accordingly.

## **AGREED AND NOTED**

**17.999.2 Lease with Rockland Wildfowlers Association –** As agreed at the last meeting, the Clerk had contacted Savills again regarding their charges and raising further issues with them. A copy of Savills' reply had been forwarded to Councillors in which the company stated that it would be reasonable to ask the tenant to pay or contribute towards the cost of a new lease. In addition, Savills suggested that there could be a break clause included in the lease if the Parish Council and the tenant wished for some flexibility.

***Councillors agreed to engage the services of Savills to make an assessment of the market rent for the sporting rights and the Clerk will contact Savills to confirm.***

## **AGREED AND NOTED**

**17.999.3 Coronavirus update –** The Clerk reported that over 220 prescriptions had been collected during lockdown. An email from Gary Whiting, Practice Manager had confirmed that Rockland Surgery would open again on the 3<sup>rd</sup> August 2020. Councillors had agreed via email that the volunteer service should now be scaled down and collections should only be made for those residents who were "shielding." The Clerk had prepared a poster accordingly. Discussion took place regarding the grant of £1,000 which had been received from the Norfolk Community Foundation of which £134.00 had been spent. Councillors agreed those volunteers who had undertaken a number of journeys to Heathgate Surgery at Poringland should receive a £25 gift voucher in thanks. Vouchers would be purchased from the grant received and not from the Parish precept. Any remaining monies would be held in abeyance in case a "second spike" occurred and other contingency plans were needed.

## **AGREED AND NOTED**

**17.999.4 Salt bin at Hellington –** This had been received and Councillor Francis had placed it in position at Hellington. The cost of £107.93 would be covered from the Hellington Community Infrastructure Levy. This still left outstanding the sum of £176.86 which needed to be spent before October 2020. Councillor Francis suggested siting a bench in Hellington Church. ***It was agreed that it would be appropriate to have one similar to that at Hellington Reserve and Councillor Francis will investigate.***

## **AGREED AND NOTED**

**17.999.5 Sign from Hellington entering Rockland –** Gary Overland, Norfolk County Council Highways, had informed the Clerk that the new sign had been designed and was currently with Norse. However, they had not had the capacity to carry out any work on schemes since Lockdown and were still working on a reduced output. Unfortunately it could still be several months before this work is completed.

## **NOTED**

**17.999.6 Installation of Gateways -** It was anticipated that again there would be a delay of two to three months in relation to the installation of the gateways.

## **NOTED**

### **17.999.7 Peacock nuisance:-**

Discussion took place regarding the investigations the Clerk had made. Despite enquiries it had not been possible to establish who the owner of the peacock was. The Clerk had contacted 'Peacocks UK' who were prepared to arrange a courier to collect the peacock but

it would have to be caught and contained in the first instance. Councillor McCormick felt the Parish Council should explore all avenues as it was a persistent and potentially dangerous nuisance. ***It was agreed the Clerk would contact District Councillor Vic Thomson in the first instance to ask if he could ask South Norfolk about steps that could be taken to eradicate this problem. It was also agreed the Clerk should make a posting on the Rockland St Mary Facebook page asking if anyone could assist in any way*** The parishioner who had logged in said it was normally roosting in a tree on Surlingham Lane.  
**AGREED AND NOTED**

#### **18.000 Planning matters:-**

**18.000.1 New applications** – No new applications

**NOTED**

**18.000.2 Decisions** – No decisions had been received.

**NOTED**

**18.000.3 Pending** - 2020/0946 43 The Street Rockland St Mary NR14 7AH . Proposal: Erection of rear and side extensions.

**NOTED**

#### **18.001 Financial matters:-**

**18.001.1 Orders for payment** – There were five orders for payment: Clerk's salary and expenses £324.43; Marwood Group (salt bin) £107.93; Village Caretaker £234.00; HMRC £46.40 and Signs Express £111.84. On the proposal of Councillor Francis, seconded by Councillor Hayward, these payments were approved.

**AGREED AND NOTED**

**18.001.2 Balance at Bank** - The current balance of accounts was £34,494.46 less payments above. The Clerk reiterated that a substantial sum of this money was Community Infrastructure Levy.

**NOTED**

**18.001.3 Application under the Parish Partnership Scheme for 20 mph flashing signs** – The Clerk had drafted an application under the PPS which she had circulated to all Councillors prior to the meeting. ***It was agreed that the Clerk should submit this bid.***

**AGREED AND NOTED**

**18.001.4 Bus shelter quote** – The Clerk had forwarded to Councillors the quote she had received from ACE shelters for the sum of £3,150.00 plus vat for the bus shelter similar to the one at The Oaks . It was agreed this project should proceed. The Clerk will make an application to Norfolk County Council to seek permission for the siting of the shelter.

**AGREED AND NOTED**

**18.002 Ratify appointment of new Parish Clerk** - The Chair reported that, following the interviews for the vacancy of Parish Clerk, the Council should be asked to ratify the appointment of Vanessa Sewell as from the 1st September 2020. This was unanimously approved and a warm welcome was extended to Vanessa. The Clerk will liaise with Vanessa to arrange a smooth transition.

**AGREED AND NOTED**

#### **18.003 Policies:-**

**18.003.1 Retention Policy** – The Clerk had circulated to all Councillors prior to the meeting the Parish Council's Policy. This policy was reviewed and approved by Councillors.

**AGREED AND NOTED**

**18.003.2 Equality Policy** – Councillors had been sent a copy of this before the meeting. Councillor Bevington felt that it would be appropriate to make some amendments to the policy. ***She will forward her suggestions to Councillors and this policy will be placed for review at the September meeting.***

**AGREED AND NOTED.**

#### **18.004 Registration of Parish Land:-**

The Clerk had forwarded to Councillors a detailed report on the registration of parish land owned by the Council – Green Lane Playing Field, Black Horse Dyke Car Park, Rockland Broad and parcel of land known as “The Triangle” at Hellington.

- Black Horse Dyke Car Park – Councillors agreed to take this matter forward for registration either by absolute title or, if there was insufficient evidence, qualified title. The Clerk will contact Solicitors to enquire as to their likely charges for undertaking the necessary work.

#### **AGREED AND NOTED**

- Green Lane Playing Field – It was agreed the Clerk would contact the Eastern Electricity Board to request a copy of the lease the Parish Council entered into on the 9<sup>th</sup> February 2001. Depending upon the contents of the lease and whether it had been agreed a peppercorn rent would be payable, wayleave payments may be due. Councillors agreed to proceed to register Green Lane Playing Field.

#### **AGREED AND NOTED**

- Land at Hellington – Councillors decided not to proceed any further with this matter.

#### **AGREED AND NOTED**

- Rockland Broad – A caution exists for Rockland Broad. The Clerk will contact the Land Registry regarding updating the contact details on the caution.

#### **AGREED AND NOTED**

Councillor Bevington thanked the Clerk for the extensive research she had undertaken with regard to these matters.

#### **18.005 .Correspondence : -**

##### **18.005.1 Feedback from previous correspondence –**

There was no feedback from previous correspondence.

##### **18005.2 Correspondence circulated prior to the meeting –**

Document	Circulated via email
Emails re. peacock	Various dates
Emails re. vandalism at Green Lane Playing Field on the 11.6.2020	Various dates
Email re. WI proposed bench	11.6.2020
Additional report from District Councillor Thomson	11.6.2020
Emails re. grass cutting on corner of School Lane	Various dates
May and June updated from Norfolk ALC Wellbeing	13.6.2020
Emails re quote for proposed new bus shelter	Various dates
June Broads Briefing	16.6.2020
Email from DC Thomson re. Dredging operations	21.06.2020
Email re. Community Support Postcard	22.06.2020
Email from Savills re. RWA lease	26.06..2020
Email re. Green space benefits	26.06.2020
Email re. from Gary Whiting re. Rockland Surgery	28.06.2020

Email re. incident at Green Lane on the 27.6.2020	27.06.2020
Email re. from Gary Overland on outstanding highway matters	28.06.2020
Email attaching draft Parish Partnership bid for 20 mph flashing signs	28.06.2020
Email attaching A-Z crib sheet	28.06.2020
JUNE UPDATE & WEBINARS from NALC Well being	28.06.2020
Draft notice re. Rockland Surgery	28.06.2020
Email from CC Barry Stone attaching updates	02.07.2020
Broads Authority July briefing	04.07.2020
Norfolk Community update Norfolk Constabulary	04.07.2020
Quote from Signs Express for amendment to contact details on Green Lane Sign	05.07.2020
Monthly Newsletter Norfolk Constabulary	06.07.2020
Email re. request for funding from Rockland St Mary PCC	07.07.2020
Confidence Campaign email	08.07.2020
District Councillor Vic Thomson's reports	08.07.2020

It was agreed the Clerk should forward the Community Grant Policy and application to the representative of the PCC regarding the request for funding for Rockland St Mary Church.

**AGREED AND NOTED**

**18.006. Reports from Councillors on their areas of responsibility: -**

**18.006.1 Black Horse Dyke Car Park -**

Councillor Hayward reported that the only matter outstanding related to the damaged fence which he will repair.

**NOTED**

**18.006.2 Footpath report -** The Clerk informed the meeting that a resident had complained about the overgrowth on the path on New Inn Hill. It was agreed the Clerk would write to the landowner asking him to trim this back. Councillor Bevington said that the footpaths near Hellington Reserve were very overgrown. It was agreed the Clerk would write to Claxton Parish Council regarding this.

**AGREED AND NOTED**

**18.006.3 Rockland St Mary School –** Councillor E Green reported that, as from September 2020, Helen Norris had been appointed as Headteacher. The Sunbeam Nursery will be relocated to the school site at a significant cost to the Sapientia Trust. It was hoped, depending upon contractors, for this to be in place by September.

**NOTED**

**18.006.4 Green Lane Playing Field –** Councillor N Green reported that the ground-work for the new play equipment would commence on the 13<sup>th</sup> July. A slight delay with the play equipment being available due to COVID 19 meant the completion time of around three weeks may be extended.

**NOTED**

**18.006.5 Speedwatch –** Councillor Bevington said that, prior to recommencing speedwatch , risk assessments had to be undertaken on each allocated site to ensure social distancing could take place. Each active volunteer had to sign an up to date health and safety risk assessment. No team could commence sessions until these procedures had been undertaken. Norfolk Constabulary were changing the format of the letters to have a greater impact on offenders and will consider what action should be taken with repeat offenders. Furthermore, Norfolk Police would be making better use of available SAM2 data to target enforcement activities more efficiently. Initially this will involve an analysis of SAM sign locations looking at collision trends. Systems were also being looked at so that available data could be analysed to guide future enforcement activity.

**NOTED**

**18.006.6 Climate Emergency** – Councillor McCormick had been unable to log back in after the second session of Zoom had expired. However, she had informed the Clerk that she had been in contact with a member of the Climate Emergency Group asking for the notes of the previous meetings to be sent and reiterating that she remained interested in attending future meeting representing the Parish Council.

*The meeting closed at 9.20 p.m.*

**Next planned meeting – Wednesday 9<sup>th</sup> September 2020**

Monica Armstrong  
Parish Clerk

Signed as a correct record on the .....

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