

Rockland St Mary with Hellington Parish Council

Minutes of Parish Council Meeting held on Wednesday 4th January at 7.30pm in The Parish Room, Rockland St Mary

(Subject to amendment until signed by the Chair at the next meeting)

Parish Councillors present	Joanne Norris, Jack Trutch, Janet Rogers, Nikki Stone, John Sayles Cllr P Francis – apologies sent for absence
County Councillor	None
District Councillor	Vic Thomson
Also in attendance	Charlotte Rust – Parish Clerk and Steve Gildersleeve – Caretaker
Members of the public (MOP)	None

Follow the resignation of Chair Kate Bevington, Cllr J Norris opened the meeting and actioned the first two agenda items, the meeting was then continued by the newly appointed Chair.

1. To receive and approve apologies for absence.

Approved.

2. To appoint Chair and Vice Chair of Parish Council.

- Cllr N Stone was appointed Chair following nomination from Cllr J Rogers and seconded by Cllr J Sayles.
- Cllr J Rogers was appointed Vice-Chair following nomination from Cllr J Norris and seconded by Cllr N Stone.

3. To approve minutes of Parish meeting of 15th December 2022.

Approved.

4. Reports from:

4.1 District Councillor, Cllr Vic Thomson.

- Wished the Parish Council Happy New Year.
- Preparing for Elections in May.
- Local plan has two final matters to resolve. There will be consultations periods at the end of January for these matters.
- Nutrient Neutrality – SNC along with 4 other Councils and Anglian Water are forming a company (to be in writing by Spring 2023) to cover the large area of aspects covering this item. There is mitigation for overnight properties being built, which may result in a cost to the developers.
- Land supply – depending on whether an area has this agreement will depend on whether they can choose housing development sites.
- Buses – plans to introduce only electric buses in the City Centre and will be offering an introduction fare of £2 per trip.
- SNC move to Broadland building will happen in the next couple of weeks.
- Hospitals are very crowded this winter, asking people to only go there in an emergency. Utilise other services – pharmacy, 111 etc.
- A campaign for Becoming Healthier.
- Welfare System – Help is available to those who are unsure on how to use the welfare system.
- Winter car safety – make sure you have water, screen wash, blankets, de-icer in the car.
- SN bins app.
- Cllr J Sayles asked for an update on the fibre broadband which was raised at the last meeting. Cllr V Thomson confirmed he had a meeting with County Broadband on 5th January 2023 to discuss this, with the hope of having Kirby Bedon through to Thurton covered by this proposal.
- Cllr V Thomson left the meeting at 19:47pm

4.2 County Councillor, Cllr Kay Mason-Billig.

None.

4.3 Parish Clerk.

- Decision was taken not to renew McAfee as there is sufficient firewall protection provided on the laptop.
- No update on the First Aid courses.
- Pictures and wording for each Cllr for the website was to be placed on hold until May 22 Elections however Cllr J Rogers advise this needs to be updated as an internal audit requirement.
- Casual Vacancy notice for Councillor vacancy, one put up in The Parish Rooms and one in Rockland St Mary noticeboard.
- Clerk to email ElevenSays to include 2023 Parish Council meeting dates in the next publication.

4.4 Cllr N Stone – Green Lane Playing Field and Rockland St Mary Primary School.

- Steven Gildersleeve resolved a fly tipping issue at Green Lane Playing Field.
- The new Head of School has started at the Primary School.

4.5 Footpaths – Appoint responsibility.

- Cllr J Trutch has assumed responsibility. Cllr J Sayles asked if there was a map of the footpaths and Cllr J Trutch directed him to the NCC interactive map.
- Steven Gildersleeve advised the Parish Council that the post at Marsh Gate has rotted away. Clerk to contact NCC for guidance.

4.6 Cllr J Norris – Environment and wildlife matters.

None.

4.7 Cllr J Sayles and Steven Gildersleeve (SG), Caretaker – Blackhorse Dyke and Staithe Car Parks, defibrillators.

SG – Defibrillator had been opened in preparation for use however the Ambulance Services arrived before it was needed. SG has reset the defibrillator.

4.7.1 Clerk to provide an update on Caretaker's list from Staithe Car Park Risk Assessment.

SG to review and action. Update at February's meeting.

4.7.2 Cllr P Francis to provide an update on the village sign.

Item to be moved to February's meeting.

5. Adjournment for Public Participation (15 minutes allowed for). This provides an opportunity for members of the public to raise questions about and comment on items on the agenda before the Council make decisions.

It was suggested that the Parish Council inform Parishioners of the 2023 Parish Council meeting dates.

6. Updates:

6.1 Residual Grant money for projects.

6.1.1 To provide an update on First Aid courses.

Item to be moved to February's meeting.

6.1.2 To provide an update on Warm Room Community Grant.

Item to be moved to February's meeting.

6.2 Communication with Gary Overland re Low common flood alleviation.

6.2.1 To approve letter to the owners of the property.

- Letter to be signed and sent subject to the following amendment to read Low Common rather than the address.
- Clerk to contact Cllr P Francis to confirm some information.

6.3 Blackhorse Dyke Pond Clearing.

- Waiting on a response from Aviva Community Fund application.
- Clerk to obtain quote for dredging and clearing.

6.4 Hellington Triangle Bench.

6.4.1 Update on extra fixings.

Ordered.

7. Policies for review:

7.1 Information Policy Commitment.

Clerk to see if there is a more up to date version for the Parish Council to adopt.

7.2 Publication Scheme.

Clerk to see if there is a more up to date version for the Parish Council to adopt.

7.3 Emergency Plan - Appoint Emergency Co-ordinator and Deputy Emergency Co-ordinator.

Cllr J Norris appointed as Emergency Co-ordinator and Cllr J Sayles appointed as Deputy Emergency Co-ordinator.

8. Planning:

8.1 To receive any new planning applications and make comment.

None.

8.2 To receive the results and updates on any outstanding applications.

2022/1259 – pending decision.

9. Finance:

9.1 To approve Budget/Precept figures 2023/24.

Approved precept of £14,600.00. Clerk to complete Precept paperwork and send it to SNC.

9.2 To approve Internal Auditor.

Approved Robin Goreham. Clerk to contact and confirm.

9.3 To note the bank balance.

General - £13,987.77, RSM CIL - £3526.76 and Hellington CIL - £0.00

9.3.1 Update on new signatories.

Decision to postpone this until after the Elections.

9.4 To note any receipts.

DATE	INCOME	TOTAL
20/12/22	Salvation Army	£32.84

9.5 To note any grants.

DATE	INCOME	TOTAL
16/12/22	Grant SNC – Posts	£150.00

9.6 To approve any payments of invoices and other expenses received since last meeting.

9.6.1 See January's Payment Schedule.

For Approval:	DATE	EXPENDITURE	TOTAL	VAT
Caretaker – S. Gildersleeve	05/01/23	December Invoice	£315.00	NIL
Clerk – C .Rust	30/01/23	January Salary, WFH and expenses	£400.94	NIL
Earth Anchors	05/01/23	Extra fixings	£69.54	£11.59
	16/12/22	Transfer of remaining Hellington CIL to RSM CIL	£145.71	NIL

10. To discuss items to add to the agenda for next Parish Council meeting.

None.

11. Parishioners final word.

None.

12. To confirm next meeting on Wednesday 1st February 2023 at 7.30pm at The Parish Room, Rockland St Mary.

Agreed.

The meeting closed at 20:44pm