



Meeting of Rockland St Mary with Hellington Parish Council held on Wednesday 13th January 2021 This meeting was conducted using the Zoom online facility

Public Participation Session

David Richardson from the Parochial Church Council joined the meeting. Nigel Dunthorne and John Hale from the Rockland Wildfowlers Association logged in throughout the whole meeting.

Covid-19 – Community Support

David Richardson, on behalf of the Parochial Church Council, had suggested that it would be useful to discuss any plans for supporting parishioners who may be in need during lockdown. The Chair said that the Poor's Trust charity was available to contact for matters of financial hardship and it was suggested that parishioners should be made aware of this. In addition, South Norfolk Council has the Help Hub which provides assistance on a wide range of matters and is available to contact by telephone or email. ***It was agreed that Councillor Green, as a School Governor and the Parish Council's contact with Rockland St Mary School, would pass the details of the Poor's Trust and the Help Hub to the School's Headteacher, for distribution.***

It was felt that an information sheet providing contact details of useful local contacts during the lockdown would be helpful to parishioners, and it was therefore agreed that ***the Clerk would prepare this information for the Parish Council website, Facebook page and notice boards.*** David Richardson would liaise with the Clerk as to a contact name and telephone number for parishioners to call if they need to talk to someone.

County Councillor's Report

County Councillor Barry Stone had sent his apologies and had submitted a report which had been circulated to Councillors and which is available to view on the Parish Council website.

District Councillor's Report

District Councillor Vic Thomson had joined the meeting and spoke to his report which the Clerk had circulated to all Councillors. He first spoke of the latest information on the Coronavirus mass vaccination programme, which he had provided in a separate report. (See below for details on how to access these reports.)

District Councillor Thomson spoke of the recent flooding experienced throughout the area, and the importance of having a Community Emergency Plan in place to assist in preparing for and responding to community challenges. The Chair noted that the Parish Council had already produced a Community Emergency Plan and ***the Clerk would ensure that this was registered with South Norfolk Council.***

Links for information:

South Norfolk Council Help Hub – visit www.south-norfolk.gov.uk/coronavirus-information or call 01508 533933

For a full copy of the County Councillor's and District Councillor's report and any sub-reports, visit the Parish Council website

MINUTES

Present: Cllrs Kate Bevington (Chair), Catherine McCormick, Nikki Stone, Paul Francis, Mike Hayward, Ernie Green and Jo Norris. Vanessa Sewell attended as Clerk.

18.058 Apologies for absence

There were no apologies for absence.

NOTED.

18.059 Declarations of interest

There were no declarations of interest.

NOTED.

18.060 Minutes

Minutes of the meeting held on 8th December 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.

18.061 Matters Arising

18.061.1 Rockland Wildfowlers Association Lease – the Clerk reported that Savills' anticipated date for completion of the valuation was 22nd January.

NOTED.

18.061.2 Application for bus shelter on The Street – confirmation of approval of the siting of the bus shelter was still awaited from the Highways Department; however it was noted that lockdown restrictions prevented site visits for the time being. ***It was agreed that the Clerk would continue to liaise with the Highways Department regarding a date for the site visit, and would look at drawing up an alternative diagram to clarify the required location for the bus shelter.***

AGREED AND NOTED.

18.061.3 Replacement of damaged SAM2 post near Broadfield Way – a response from the Highways Department was awaited still. ***It was agreed that the Clerk would follow this up.***

AGREED AND NOTED.

18.061.4 Dog fouling notices – ***it was agreed that the Clerk would purchase and print additional signs on the Council's behalf and would ask the Village Caretaker to install these.***

AGREED AND NOTED.

18.061.5 Staithe car park pothole repairs – Councillor Hayward reported that the majority of the area had been repaired, with one area still to be done. ***It was agreed that the remaining work would be carried out when current lockdown restrictions allowed, and in drier weather.*** On further discussion, it was noted that the Staithe car park continued to be heavily used by people who are mostly not local, parking and then walking at the Broad. Councillors were concerned given the Government lockdown advice for people to stay at home, and to stay local, only leaving home for essential purposes. The motion to close the car park in order to encourage people to stay at home/stay local was carried after a majority vote with one abstention. ***It was agreed that the Clerk would contact the proprietors of the New Inn Public House to advise them of the closure. The Clerk would also prepare signage to that effect and instruct the Village Caretaker to close the car park and display the appropriate signage. The chair would inform the chair of the Poor's Trust.***

AGREED AND NOTED.

18.061.6 Updated asset register – the Clerk had distributed the updated list to Councillors. ***It was agreed that Councillors Hayward and Green would prepare weather-proof labelling for the outdoor items.***

AGREED AND NOTED.

18.061.7 School Lane safety issues: response from Norfolk Police – Councillor Green reported that a Police Officer would attend regularly once schools were re-opened.

NOTED.

18.061.8 South Norfolk Council dog bin annual charge – the Clerk reported that she had queried the invoiced amount as it was a vast increase on previous years' charges. There was a discrepancy as to the amount of bins in situ and the frequency with which they were emptied; ***the***

Clerk had sought clarification and would continue to do so until the invoice amount had been rectified.

18.061.9 Flooding on Low Common, Hellington: site visit from Highways Department – *the Clerk would continue to liaise with the Highways Department as to a date for the site visit.*
AGREED AND NOTED.

18.061.10 Green Lane playing field tree planting – Councillor Norris had taken soil samples and reported that the area had acidic soil suited to planting a variety of trees including Ash, Elder, Oak, Hazel, Silver Birch and Beech. She also noted that some of the existing Poplar trees were nearing the end of their lifespan of 25-30 years, and recommended that this is borne in mind when planning the tree planting. Councillor Norris also felt that the area of dense brambles should be removed to allow other plants to survive. Councillor Green noted that this area had been flailed last year but that continued annual flailing would carry a cost. However, it was agreed that a key objective in this project was to encourage and maintain wildlife. With regard to the meadow area, Councillor McCormick had discussed this with Rose Hoare of Wheatfen who asked for it not to be mowed.

The Clerk would ask the Village Caretaker to refrain from mowing the meadow area.

AGREED AND NOTED.

18.061.11 Black Horse Dyke car park: emptying of waste paper bin – Councillor Hayward reported that the bin had been emptied.

NOTED.

18.061.12 Black Horse Dyke car park clothes bank: update on re-opening – *the Clerk would liaise with the Salvation Army as to the reinstatement of the clothes bank,* although it was noted that current restrictions might not allow for it to be reinstated at this time.

AGREED AND NOTED.

18.061.13 Green lane playing field “No Dogs” signage – see minute 18.067.4 below.

18.062 Planning matters

18.062.1 New applications

There were no new applications.

NOTED.

18.062.2 Decisions

2020/1745 The Normans, Run Lane, Rockland St Mary, NR14 7EZ

Type: Full

Proposal: Change of use of an existing game room to a 1 bedroom flat

Decision: Approval with conditions

Date of decision: 18th December 2020

2020/1746 The Normans, Run Lane, Rockland St Mary, NR14 7EZ

Type: Listed Building

Proposal: Change of use of an existing game room to a 1 bedroom flat

Decision: Approval with conditions

Date of decision: 18th December 2020

NOTED.

18.063 Financial matters

18.063.1 To set parish precept for the financial year 2021/22 – prior to the meeting, the Clerk had circulated a precept report to Councillors. After discussion, and on the proposal of Councillor Green seconded by Councillor Norris, it was agreed that Councillors would set the precept at £12,512.50 (rounded up as per requirements to £12,513). Councillors felt that raising the precept was justified due to the continuing rise in costs for equipment and services, the increase in the number of assets obtained by the Parish Council, the good standard of projects undertaken by the Parish Council, and the need to have a depth of reserve that allows the Parish Council to respond to parish requirements. ***The Clerk would arrange for the Chair to sign the Parish Precept Requirements form and send it to South Norfolk Council by the deadline date of 15th January 2021.***

AGREED AND NOTED.

18.063.2 Orders for payment – there were three orders for payment: Clerk's salary and expenses £358.66; Village Caretaker £144; Kate Bevington Zoom Pro monthly subscription for parish council meetings £14.39. On the proposal of Councillor Stone, seconded by Councillor Norris, these payments were approved.

AGREED AND NOTED.

18.063.3 Current balance of accounts – the Clerk reported that the current balance at the bank was £30,416.57. This amount includes designated CIL money.

NOTED.

18.064 Current Covid-19 lockdown procedures

This matter was discussed in the public participation session of the meeting – see above.

18.065 Climate change actions

The Chair thanked Councillor McCormick for producing a very useful and well-written list of suggestions for recycling and other matters relating to helping the environment. ***It was agreed that Councillor Stone would work on the design of the document and distribute a draft to Councillors.*** Once complete, the document would be added to the Parish Council website, Facebook page and noticeboards, as well as the Eleven Says newsletter and perhaps be made available as a leaflet in the village shop.

AGREED AND NOTED.

18.066 Correspondence

18.066.1 Feedback from previous correspondence – there was no feedback from previous correspondence.

18.066.2 Correspondence circulated prior to the meeting – listed below.

District Councillor's report (via email)	07.12.20
Draft minutes of the Parish Council meeting held on 8 December (via email)	12.12.20
Email from Norfolk ALC Wellbeing re pre-Christmas update	15.12.20
Email from Highways Department re site visit (bus shelter) and installation of SAM post	15.12.20
Email from Highways Department re work to improve draining to prevent flooding at Low Common, Hellington	15.12.20
Email re weekly list of planning applications and decisions for week ending 18 December 2020	26.12.20
District Councillor's update report (via email)	26.12.20
Email from Norfolk ALC Wellbeing/Norfolk County Council re festive support	26.12.20
Email from County Councillor Barry Stone re New year advice	04.01.21
District Councillor's update report (via email)	04.01.21
Agenda for Parish Council meeting on 13 January 2021	05.01.21
Updated Asset Register (by email)	07.01.21

Councillors had no comments to make on the above.

NOTED.

18.067 Reports from councillors on their areas of responsibility

18.067.1 Black Horse Dyke Car Park – nothing to report.

NOTED.

18.067.2 Footpath report – nothing to report.

NOTED.

18.067.3 Rockland St. Mary School – nothing to report.

NOTED.

18.067.4 Green Lane Playing Field – Councillor Stone reported that the CCTV camera had been installed and that the revised signage (no fly tipping, no dogs, no motorised vehicles) was in progress. It was noted that the Covid-19 sign had been ripped down and ***Councillor Hayward would discuss its reinstatement with the Village Caretaker.*** Councillor Norris suggested continuing the rota system for opening and closing the car park at weekends. It was agreed that, with regard to keeping the playing field open, the Parish Council would be guided by the Government and, as such, the playing field would remain open until Government guidelines suggested otherwise.

AGREED AND NOTED.

Items for the February meeting – future meeting dates, Green Lane electricity wayleave payment, review of policies (Health & Safety Policy, Community Grants Policy and Emergency Plan).

There being no further business the Chair declared the meeting closed at 9.30 pm.

Next planned meeting – Wednesday 10th February 2021

Vanessa Sewell
Parish Clerk

Signed as a correct record by the Chair.....

Date