



Rockland St Mary with Hellington
Meeting of Rockland St Mary with Hellington Parish Council
held on Wednesday 11th September 2019

Public Participation Session:- No public participation took place at this stage of the meeting.

District Councillor's Report:- District Councillor Vic Thomson had tendered his apologies.

MINUTES

Present: Cllrs Kate Bevington, Nikki Green, Catherine McCormick, Stephanie Ross-Wagenknecht, Paul Francis, Ernie Green and Mike Hayward.

Monica Armstrong attended as Clerk and there were two members of the public present.

17.820 Apologies for absence:- An apology for absence was received from District Councillor Vic Thomson

AGREED AND NOTED

17.821 Declarations of interest:-

A declaration of interest was expressed by Councillor E Green relating to agenda item 10.2 Rockland St Mary Primary School.

NOTED

17.822 Minutes:-

Minutes of the meeting held on the 10th July 2019, copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair.

AGREED AND NOTED.

17.823 Matters arising:-

17.823.1 Hellington sign - The Clerk had contacted Gary Overland, Highways Engineer, Norfolk County Council, asking whether the sign could be replaced but, to date, had not received a reply.

AGREED AND NOTED

17.823.2 Notice Board at The Staithe – Robin Whitlam of Home Design had provided a quote for supplying and fixing a display box for the perspex sign at a cost of £280.00 plus VAT. Councillors had agreed this via email and the Clerk had confirmed the order with Mr. Whitlam. It was hoped the work could be undertaken soon.

AGREED AND NOTED

17.823.3 Progress report on Pathway at Wherryman's Way – Correspondence had been exchanged between Russell Wilson, Norfolk County Council Trails Officer, Rockland Wildfowlers Association Land Limited (RWALL) and the Parish Council relating to the repair work proposed by Norfolk County Council to the path at Wherryman's Way. A meeting had been held on site with Jerry Moore representing the RWALL and Councillors Bevington, Ross-Wagenknecht and Hayward together with the Clerk on the 11th July 2019. RWALL made a series of stipulations for any work to be undertaken. These included:-

- 1 The work to be carried out in the summer and be completed before 1st September while the ground is dry. Vehicle access for materials and machinery to be on a “once in and once out basis.” Permission to be obtained from RSPB to store materials and machinery on the RSPB marsh.
2. Access – could only be from either end of the path.

As a consequence of these stipulations Mr. Wilson informed the Parish Council that these made the project financially unviable. The current position was that the Trails Team would in the first instance undertake the spraying of the path to remove the vegetation growth. This would allow them to ascertain the width of the path and whether they could avoid the need to scrape and move any further vegetation.

It was proposed the Clerk should contact Mr. Wilson asking him when the spraying was programmed to take place.

AGREED AND NOTED

At the site meeting Jerry Moore said the Parish Council had not responded to his email relating to the RWA clean up day. ***It was agreed the Chair would draft a suitable response.***

AGREED AND NOTED

The question of the parcel of land, which had been locked by a gate between the footpath and the cattle enclosure preventing access except to the owners and legitimate users of the marsh land beyond was discussed. Councillor Green said that he felt it was important for the Parish Council to be sure that, if the land fell into ownership of any party, the Council had satisfied itself that this was not to the detriment of the parish and record any actions or decisions it had taken. ***The Chair asked Councillors to give further consideration to the matter and comment at the October meeting.***

AGREED AND NOTED

17.823.4 Asset coding – Councillors Green and Hayward had undertaken the task of numbering all of the Parish Council's asset and a copy of this had been sent to the Clerk. The Chair thanked Councillors Green and Hayward for the substantial amount of time they had committed to this project.

NOTED

17.823.5 Donating by QR coding and texting at The Staithe –Councillor Green said he was still looking into this matter. The company he had previously contacted required a percentage of any takings. It would be difficult to put a value on the takings the Council received and if there was any shortfall in any sum agreed by the company the Parish Council would have to make up it. Councillor Bevington said it may be that the Council would wish to reconsider the installation of an honesty box.

NOTED.

17.823.6 Registering of Council land –

The Clerk had begun the process of collating evidence to illustrate how the Parish Council had maintained the various parcels of land over a period of time. This would allow the Parish Council to provide this information to Solicitors to enable them to commence the procedure of registering the land. This would be ongoing for a number of months. District Councillor Vic Thomson had recommended NP Law as these were the Solicitors South Norfolk engage.

NOTED

17.823.7 Councillors' email accounts for Council purposes – Councillor Green had met with the Clerk explaining how he had set up new email addresses for Councillors. He handed to Councillors their new email addresses together with their passwords. The Chair thanked Councillor Green for his work in connection with this matter.

NOTED

17.823.8 Hellington public footpath and copse area – Councillor Francis reported that no work had been undertaken yet but work would commence as soon as possible.

NOTED

17.823.9 Memorial Benches – The Clerk confirmed she had received no responses from parishioners interested in contributing to a memorial bench at Black Horse Dyke Car Park. She has written a reminder of this opportunity in the next edition of Eleven Says.

County Councillor Barry Stone joined the meeting at this juncture and the Chair adjourned the formal part of the meeting to enable him to deliver his report which covered the following issues:-

1. **Consultation** :- As a member of the Task and Finishing Group he reported on the Norfolk Fire and Rescue Service consultation commencing in October. He reassured the meeting that this would not involve the closing of any stations or reduction in crew members but aimed to deliver a better service.
2. **Traffic** :- Improving traffic flow in and out of Norwich.
3. **Environmental Issues**:- This would involve looking at how people live , building suitable homes, electric cars and other measures that would feed into the County Council's environmental strategy.

Councillors Ross-Wagenknecht and McCormick asked Mr. Stone why the County Council had not signed up to Climate Emergency as this would send a positive message to the public that Norfolk County Council were committed to improving and implementing strategies to improve climate change. County Councillor Stone said that the Council had not done so as the initiatives that were being put forward came under the umbrella of all those issues both in practical and short-term measures.

Councillor Francis had previously commented on how “savagely” the hedges were being cut back at Hellington and the Chair asked County Councillor Stone if he could take up this matter as obviously this linked to climate issued. He agreed to do so.

AGREED AND NOTED

17.824 Planning matters:-

17.824.1 Current Applications – There were no current applications.

NOTED

17.824.2 Decisions –

2019/1317 10 Rookery Hill Rockland St Mary Norfolk NR14 7EW

Description proposed 2 storey extension to rear and porch to front.

NOTED

17.825 Financial matters:-

17.825.1 Current Accounts

The Clerk had circulated to all Councillors prior to the meeting a set of accounts for the current year. Councillors raised no queries in relation to the accounts.

NOTED

17.825.2 Orders for payment- There were the nine orders for payment:- Clerk's Salary and Expenses (July) £349.16; Clerk's Salary and expenses (August) £336.56; Village Caretaker (July) £216.00; Village Caretaker (August) £252.00; Village Caretaker expenses £34.00; Creative Image Management Ltd., (201.60) BWP Creative Limited (website and email hosting) £180.00; BWP Creative Limited £106.00 (domain name registration); Lambs Signs £21.60. On the proposal of Councillor Ross-Wagenknecht, seconded by Councillor Francis , these payments were authorised.

17.825.3 Balance at bank - .No recent bank statement had been received as there had been no transactions during the month of August.

NOTED

17.826 “Drop in Sessions” for residents:- Councillors McCormick and Green had covered the last session of the drop in session. There had been no attendance except from

one resident who put forward the idea of the New Inn Public House and the Parish Council forging links to promote each other. The Clerk had forwarded to Councillors details of a display board to advertise the day when a session was taking place. She had also spoken to Alan Tranter who was happy for the board to be placed outside the shop. ***It was agreed to purchase the A frame board and the Clerk will contact the supplier accordingly.*** This will be stored at the Parish Rooms and put out on the day of the sessions.

AGREED AND NOTED

The Clerk asked all those Councillors who take part in the drop in sessions could supply her with a photograph so that when the sessions were taking place parishioners could identify those Councillors present.

AGREED AND NOTED

17.827 Climate Emergency:- The Clerk reported that she had contacted Trevor Holden, the Managing Director of Broadland District and South Norfolk Councils, asking if the Councils had signed up to Climate Emergency. He had asked one of his colleagues to check this but to date no confirmation or otherwise had been received. Councillor Ross-Wagenknecht reported that she had undertaken some further research on this matter. Councillors agreed it was important to involve residents in this initiative. The Clerk had placed an article in the next edition of Eleven Says to this effect. The Clerk had circulated a letter to Councillors from a parishioner offering suggestions as to how the Parish Council could address climate emergency. The Chair said that some of those suggestions could form the basis of action taken by the Council.

It was agreed that a working party should be formed to work towards a Climate Action Plan and Councillors Ross-Wagenknecht and McCormick agreed to lead on this.

AGREED AND NOTED.

Furthermore, it was agreed that the Clerk, on behalf of the Parish Council, should sign up to Climate Emergency.

AGREED AND NOTED

17.828 Green Lane Path:-

Councillor N Green had raised the question of the state of the lane leading to Green Lane Playing Field and asked whether this was a public footpath. The Clerk had made enquiries to District Councillor Thomson and he had replied that Green Lane appeared to be an unadopted road but he was making further enquiries. Councillor N Green said she was concerned that vehicles using the lane could suffer damage and queried whose responsibility it would be. It was agreed to wait for a definitive answer from District Councillor Thomson before taking the matter further.

AGREED AND NOTED

17.829 Correspondence:-

17.829.1 Feedback from previous correspondence- The Clerk reported that the overnight parking sign had been purchased and placed in situ by the Village Caretaker.

17.829.2 Correspondence circulated-

Correspondence circulated to Councillors via email and considered at the Parish Council meeting on the 11th September 2019.

Document	Circulated via email
Costings for village sign – Councillors responded with their agreement for the work to go ahead	18.07.2019
July Newsletter from Rockland School	18.07.2019
Wherryman's Way	Various dates
Litter Picking Hubs - Various responses from Councillors – mostly in agreement but reservations as to how and where the equipment could be stored.	18.07.2019
Details regarding Affordable Homes at Bee Orchid Way	24.07.2019

South Norfolk Hep Hub Bulletin ##50	24.07.2019
Details of "No Overnight Parking " Sign. Councillors agreed to purchase this sign at a cost of	03.07.2019
Email from Ian Sharman regarding land at Wherryman's Way-	31.07.2019
Email from RWA re.footpath	01.08.2019
Email from Councillor N Green re. update Wheatfen Forest School	14.08.2019
Email from Russell Wilson re. footpath	14.08.2019
Email relating to grants for outside table tennis tables.	14.08.2019
Letter from Ingo Wagenknecht re. climate emergency	21.08.2019
Quote for Staithe Frame from Robin Whitlam. COUNCILLORS AGREED TO GO AHEAD	23.08.2019
Email from resident regarding disposal of cooking oil.	01.09.2019
South Norfolk Help Bulletin ##53	02.09.2019
Letters from parishioners regarding Rockland School	Various dates
Broads Authority – August briefing	05.09.2019
NALC – email re. Community Well – Being. RESPONSES NG/EG interested in 1,2,3; MH, 1,3 CM expressed an interest in being part of the project.	05.09.2019

Litter Picking Hubs – Councillors had responded to the email sent to them by the Clerk and felt that in principle this was a good idea but in view of storage problems it was agreed not to take any further action.

NOTED

Disposal of cooking oil - It was felt by Councillors that there was nothing they could do regarding the dumping of cooking oil except to place a message on the website and notice boards stating that this was an illegal action, that the Parish Council were aware of the situation and asking for anyone to report any information they may have to the Parish Clerk.

AGREED AND NOTED

Lane at Wherryman's Way – This had been covered under matters arising.

Table Tennis – The Clerk had circulated to Councillors details of how to apply for grants for outside table tennis tables. Councillors agreed that this would be a positive idea and the Clerk will investigate further with South Norfolk.

AGREED AND NOTED

Rockland Primary School – The situation regarding the proposal to change the age status of the schools had now been deferred and a letter dated the 10th September 2019 had been sent to parents/carers informing them of this development. ***It was agreed that the Clerk should write to the residents who had sent Councillors letters informing them that this matter had been discussed at the Parish Council meeting but in view of recent developments it had been agreed that no further comments could be made.***

AGREED AND NOTED

NALC - The Clerk had circulated to Councillors an email received from the Norfolk Association of Local Councils concerning Community Well-being and Environment outlining four key topics and asking if any Councillors would be interested in being involved with this:-

1. **Housing**
2. **"Loneliness & Community Care**
3. **"Electricity**
4. **"Trees, Hedges and Open Spaces**

Councillors agreed to cover the following topics:-

1. **Councillor N Green**
2. **Councillor McCormick**
3. **Councillor Hayward**
4. **Councillor E Green**

The Clerk will complete the necessary form expressing Councillors interest and return to the NALC by the deadline of the 13th October 2019.

AGREED AND NOTED

17.830. School Banner:-

Permission had been received from Mr. Saxton of the Townlands and Roydons Trust to display a banner on the railings outside the Parish Rooms.

NOTED

17.831 Risk Assessment:-

Staithe Car Park – Councillor Hayward had updated the last risk assessment which he would forward to the Clerk for circulation. He further stated that the potholes highlighted in the risk assessment would need monitoring.

NOTED.

17.832 Reports from Councillors on their areas of responsibility:-

17.832.1 Black Horse Dyke Car Park – Councillor Hayward had obtained three quotes for the supply of the fencing which would be 60 metres long and 1.2 high. ***On the proposal of Councillor E Green, seconded by Councillor Francis it was agreed the fencing at a cost of £940 should be purchased.***

AGREED AND NOTED.

17.832.2 Footpath report:- Councillor Bevington reported that the footpath from the entrance to Wherryman's Way at Rockland to the bird hide had been cut back by the Norfolk Trails Team and was now passable.

NOTED

17.832.3 Rockland Primary School – Councillor E Green had nothing further to report other than the matter covered under correspondence.

17.832.4 Green Lane Playing Field – Councillor N Green had met with Rosie Hoare of Wheatfen Forest School and the Clerk had circulated to all Councillors prior to the meeting notes arising from their discussions. Councillor N Green reported that the Village Caretaker had already undertaken some of the work to establish the wildlife area but, to make this more manageable, only half of the proposed area had been cut.

Lengthy discussion took place regarding security issues at Green Lane. Councillor N Green suggested the sinking/concreting telegraph poles into the boundary field line 3 - 4ft apart to create a fence/ post line with hedging/trees being planted to soften the area. She felt that as this was a village facility the parking area should remain open so that it was accessible to everyone at all times. The Chair said Councillors had previously discussed at great length security at Green Lane due to serious incidents at the site that had activities included flying-tipping, anti social behaviour, vandalism and drug taking. She stated the Parish Council has a duty to protect its assets. A member of the public suggested installing a self locking system programmed to open and close at specific times and using large quarry stones as a barrier to the field.

It was agreed that the Clerk would

1.Explore the possibility of quarry firms donating big block of concrete

2. Investigate the cost of self-locking gates.

AGREED AND NOTED

17.832.5 – Speedwatch – The Clerk reported she had taken the co-ordinator's role on a temporary basis until the end of November. Two new members recruited by Councillor Green have completed their training and sessions were scheduled for September.

NOTED

17.825.6 Staithe Car Park - Councillor Hayward had no further comments to make as this had been covered under item 17.831.

NOTED

Public Participation – A member of the public asked about the current situation regarding the bird hide. The Chair said the Rockland Broad Management Committee would be meeting on the 1st October when this matter would be discussed.

Any other business:- Councillor Ross-Wagenknecht said that amendments were required to the Welcome Pack to update some of the information. **Councillor Ross Wagnecht said she was happy to undertake this.**

AGREED AND NOTED

Items for the October Agenda :-

1. Salt bin at Hellington – The Clerk gave the background to this matter which had been ongoing and unresolved for several months.
2. Arrangements with the School for pupils to place poppies at the Hornbeam memorial tree.
3. Arrangements for implementing the Community Emergency Plan during the winter months.

There being no further business the meeting closed at 10.05 p.m.

Next meeting Wednesday 9th October 2019

Monica Armstrong
Parish Clerk

Signed as a correct record on 9th October 2019

..... Chair