



Rockland St Mary with Hellington Parish Council

Meeting of Rockland St Mary with Hellington Parish Council held on Wednesday 8th September 2021

Public Participation Session:- There was no public participation at this point.

County Councillor's Report:-

County Councillor Kay Mason Billig sent apologies; she is unlikely to be able to attend our meetings as she is still Chair of Loddon Parish Council which also meets on the second Wednesday of each month. She had not sent a report.

District Councillor's Report

District Councillor Thomson was not present. He had sent information regarding fibre superfast broadband being installed in Rockland and this information is on our website.

MINUTES

Present: Cllrs Kate Bevington (Chair), Mike Hayward, Ernie Green, Paul Francis, Jo Norris.

The village caretaker and one parishioner attended the meeting.

18.143 Apologies for absence : Received from Cllr Catherine McCormick

The Chair informed the meeting that following the resignation of the clerk that minutes would be taken by the Chair in the interim. Councillors have agreed that Cllr Green takes on the role of Responsible Finance Officer and he will receive emails sent the Parish Council Clerk.

AGREED AND NOTED

18.144 Declarations of interest:- There were no declarations of interest

NOTED

18.145 Minutes: -

Minutes of the meeting held on the 7th July 2021, copies of which had been circulated to all Councillors, were agreed, and signed as a correct record by the Chair.

APPROVED AND NOTED.

18.146 Matters arising: -

18.146.1 Village Cluster sites: The response from the Parish Council- written to reflect the majority views of parishioners who had met with or written to the Parish Council- had been submitted and a copy is on the website under the planning section.

NOTED

18.146.2 Installation of bus shelter: This is almost complete; paving stones will be laid on surface. The Our Bus company has been informed of the new site and asked to re-site the bus stop sign.

NOTED

18.146.3 Staithe car park security options and maintenance: Cllr Stone was not present to provide an update.

18.146.4 Rockland Wildfowlers Association lease: This has been completed and signed by all parties and payment received. The Parish Council and RWA have copies of the signed lease. The RWA paid the costs of Birketts Solicitors fees. The Parish Council has yet to receive an invoice from Savills for the cost of their services which included the valuation.

NOTED

18.146.5 Ditch maintenance responsibility: Cllr Bevington had sent a question about this to a Norfolk town and Parish Council forum held on 20th July. Highways Authorities and NCC have powers to ensure that landowner do not discharge on the highway causing flooding. NCC works with local landowners where issues are identified, resolving most through negotiation. Powers for the enforcement of maintenance on watercourses are split between the Environment Agency, NCC and Internal Drainage Boards. Drainage ditches that are not connected to a wider watercourse network are not considered as watercourses under the Land Drainage Act.

NOTED

18.146.6 Highways – flood remedial work at Low Common: Cllr Francis reported that although other drainage work had been done near the bridge, the drainage work requested on Low Common road itself had not been done.

Action: *Cllr Green will contact Gary Overland about this along with a reminder about the village Gateways that have yet to be installed.*

18.146.7 Clerk Vacancy: The Chair said that an advertisement had been put on the Norfolk Association of Local Clerks website since the beginning of June and the deadline extended three times. One applicant invited to interview then withdrew at the last minute. A new version of the advert has been submitted and is also on the general noticeboard but so far, no further applications have been received. There are many vacancies for parish clerks currently.

Action: *The Chair will submit an article for Eleven Says to include notice of a clerk vacancy.*

NOTED

18.146.8 The Orchids Cllr McCormick had been sent an email from F.W. Properties outlining their intentions to fix the lagoon and other issues that had concerned residents.

NOTED

18.147 Armed Forces Pledge: - **Action:** *Cllr Green will reply pledging our support.*

18.148 Queen's Platinum Jubilee Beacon: - Cllr Norris had contacted Mr Bruno Peek for further information about braziers and guidance on holding the event next June. Councillors agreed not to purchase a 'crown' brazier at £490 plus VAT for a one-off event.

Action: *The Chair will contact the owners of Broad Hall farm regarding the use of the hard area to light a beacon.*

18.149 Joint meeting with Claxton councillors: It was agreed to invite councillors from Claxton to our meeting in October to discuss matters of common interest e.g. footpaths and traffic.

NOTED

18.150 To consider planning matters: -

18.150.1 New applications:

Location: 3 School Lane Rockland St Mary Norfolk NR14 7ET

Proposal: Repair brick and flint boundary wall and replace missing area with closed-board fencing to a height of 2.3m to match existing. Reposition gate and replace closed-board fencing and trellis along property boundary.

Councillors had no comments.

18.150.2 Reports on decisions: There were no reports on decisions.

18.151 To consider finance matters

18.151.1 Orders for payment: There were three orders for payment:

Steve Gildersleeve August caretaking duties	£247.50
Yearly licence fee for accounting package	£60.00
Cllr Green -postage costs	£11.61

On the proposal of Cllr Hayward and seconded by Cllr Norris these payments were approved.

AGREED and NOTED

18.151.2 Current balance of accounts

Cllr Green had sent all councillors detailed reports of all finances.

The current general account is £5,888.77.

Hellington CIL balance is £35.53.

Rockland St Mary CIL balance is £11,393.85 after allowing for costs regarding the new bus Shelter.

There are some VAT costs to be reclaimed and added to each account which have now been set up separately.

18.151.3 External Audit cost :- Cllr Green explained that an external audit had been imposed because the deadline to submit an exemption had been missed as a result of an administrative error. Problems had arisen because there appeared to be discrepancies in audit trails and in assets in excess of the allowable 15% variant. The external auditors are now completely satisfied with the information that has since been supplied and will sign off the accounts.

The Chair thanked Cllr Green for his hard work and thoroughness in preparing the external audit accounts and solving the issues that had arisen. She supported Cllr Green's recommendation that the rule be that no Parish Council emails be forwarded by a clerk or councillor to their personal email address from now on.

Cllr Hayward suggested that the Parish Council should purchase a laptop and back up hard drive solely for Parish Council business along with the rental of appropriate software at £7 per month. This was proposed by Cllr Bevington and seconded by Cllr Hayward.

Action: *Cllr Green will buy these and add them to the asset register.*

AGREED and NOTED

18.152 To consider correspondence

18.152.1 Feedback on previous correspondence

There was no feedback from previous correspondence.

18.152.2 Items sent electronically to Councillors

- Councillors had been informed of the Statutory Consultation to change the speed limit at Bee Orchid Way to 20mph. Councillors supported this intention and therefore there is no need to respond as it was part of the developers' remit.

- The Campaign for the Protection of Rural England CPRE had sent the Parish Council a request for donations towards the legal costs of a challenge to South Norfolk regarding the submission of the GNLP and Village Cluster plan to regulatory authorities without first taking into consideration responses to the second VCHAP consultation. Whilst Councillors were supportive of the action, the majority did not feel it appropriate to donate precept money to the cause. This should be something to which individuals donate.

Action: *The Chair agreed to write an item on this for the website so that parishioners may donate to the CPRE by the deadline of 30th September if they choose to.*

- The Parish Council had received an email from the Poor's Trust saying that the slipway to the Staithe would remain private following a consultation with residents whose properties are closest to the Staithe.

- Request for overnight parking for one night at the Staithe car park. This had not been granted.

- Signpost- The footpath sign that had been knocked down by an Our Bus reversing to cut short a final journey was reported to the bus company who have now paid the costs of a replacement. The parishioner who reported the incident to the Parish Council was thanked.

- Information on Flooding, Police and Crime commission consultation, flexible working for Broadland and SNDC, Transport for Norwich consultation, and recycling posters was sent to councillors.

NOTED

18.153 Review of Policies There were no policies for review. The next policies for review are Health and Safety, and the Community Grant policy- along with the application letter which may need revision.

Action: *Cllr Green will send these to councillors before the next meeting.*

18.154 Reports from councillors

18.154.1 Blackhorse Dyke and Staithe car parks Cllr Hayward reported the clothes bank had been emptied again and is being well used. Overhanging branches at Blackhorse Dyke will be cut back.

18.154.2 Footpath report: - The Chair thanked Steve Gildersleeve for his work in keeping various footpaths clear over the summer. Reminders had been sent to local farmers who have responded by cutting back some footpaths though these grow back quickly when it rains. Wherryman's Way footpath from Lower Road to the Short Dyke will be renovated by NCC and all the wheelchair passing places re-installed. It will be closed from 13th September. Information is on the Parish Council website.

18.154.3 Rockland St Mary Primary School: - Cllr Green reported that the new head was in post and a very positive start had been made to the new school year.

18.154.4 Green Lane Playing Field: - The village caretaker reported that small, empty packs with the cannabis logo on them had been found in the car park regularly over the summer. The community police officer will be informed.

18.154.5 Climate change action: - Cllr McCormick had informed Councillors by email that she had completed an order regarding the 1 Million Trees initiative for 60 mixed trees for the village.

NOTED

Any other business Cllr Green will send SNDC's advice re hedge cutting issues to the parishioner who had complained about a neighbour's hedge obscuring car sightlines on exit. Cllrs Green and Hayward had looked at the hedge in question and did not find an issue with exiting onto the street.

Parishioners Final Word A parishioner suggested the hedges either side of the entrance to the Staithe car park be cut back as they are obscuring safe exit onto New Inn Hill. It was agreed that the village caretaker will cut back the hedges.

There being no further business the meeting closed at 9.30pm

Date of next planned meeting – **Wednesday 13th October 2021 7.30pm**

Signed as a correct record of the meeting by the Chair:

Date: