



Meeting of Rockland St Mary with Hellington Parish Council held on Wednesday 12th May 2021 in the Parish Room, Rockland St Mary

Public Participation Session

The village caretaker attended the meeting.

County Councillor's Report

The newly-appointed County Councillor Kay Mason Billig had sent her apologies for the meeting. She had submitted a report which was circulated to Councillors and which is available on the Parish Council website.

District Councillor's Report

District Councillor Vic Thomson joined the meeting and spoke to his reports which the Clerk had circulated to all Councillors. He first referred to a Covid Recovery Report produced by South Norfolk Council and Broadland District Council, which supplied statistics on Corporate Achievements, Help Hub, Community, Housing, Financial Support to Residents, Supporting Businesses, and Planning. He mentioned the importance of remaining vigilant, given that a new variant (Indian variant) had now been discovered.

District Councillor Thomson spoke of a new series of videos produced by the Broads Authority and their partners, to promote safe boating on the Broads. These videos were designed to provide instruction to new boat hirers and owners, following a sharp rise in the number of boating accidents reported on the Broads last year. Links to these videos can be found in the District Councillor's report.

He then noted that the Greater Norwich Local Plan village clusters would be made public for consultation in June. There would be smaller clusters (up to a maximum of 25 houses) and will be open for comment once details are released.

The new recycling centre at Harford Bridge was now open, with the benefit of a large re-use shop and lower bins for easier access. Councillor McCormick asked whether there were any plans for food recycling in the South Norfolk area, but District Councillor Thomson explained that there were currently no plans as this was not a cost-effective exercise in rural areas, but that this would be looked into in the future. He would send Councillors an up-to-date list of items that can be recycled.

Links for information:

For a full copy of the County Councillor's and District Councillor's report and any sub-reports, visit the Parish Council website - <http://www.rocklandstmarywithhellington-pc.gov.uk>

MINUTES

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

18.107 Continuation of Councillor Kate Bevington as Chair

Councillor Francis, seconded by Councillor McCormick, nominated Councillor Bevington. Having indicated her willingness to continue as Chair, Councillor Bevington will remain in office until the next Annual Parish Meeting.

AGREED AND NOTED.

18.108 Continuation of Councillor Mike Hayward as Vice-Chair

Councillor Stone, seconded by Councillor Francis, nominated Councillor Hayward. Having indicated his willingness to continue as Vice-Chair, Councillor Hayward will remain in office until the next Annual Parish Meeting.

AGREED AND NOTED.

18.109 Apologies for absence

There were no apologies for absence.

NOTED.

18.110 Declarations of interest

Councillor Stone noted her interest in Item 13, as a member of the Friends of Rockland St Mary School group.

NOTED.

18.111 Minutes

Minutes of the meeting held on 14th April 2021, copies of which had been circulated to Councillors, were agreed as a correct record subject to the following amendment: 18.102.1 Wildlife Policy – Councillor McCormick offered to draft and circulate a policy ahead of the next meeting. To be amended to: Councillor McCormick offered to look at the policy and assist Councillor Norris if required. Subject to the above amendment, the minutes would be signed as a correct record by the Chair.

AGREED AND NOTED.

18.112 Matters Arising

18.112.1 Installation of bus shelter on The Street – Ace Shelters had provided quotes for a one-sided and two-sided bus shelter. Councillors were in agreement that a two-sided shelter would be more suitable. ***Councillor Hayward would liaise with the local contractor to lay the concrete base as soon as possible.*** Once this was in place, the Clerk would order the bus shelter.

AGREED AND NOTED.

18.112.2 Flooding on Low Common, Hellington – Gary Overland from the Highways

Department had contacted the Clerk to confirm that the necessary remedial work would be carried out by the end of June 2021.

NOTED.

18.112.3 Staithe car park: maintenance and security – Councillor Stone continued to liaise with EPS on suitable security cameras to install in the car park area. The Clerk had received a response from Lewis Treloar at the Broads Authority which indicated that the Broads Authority has no responsibility or obligation to maintain the Staithe car park. However, Mr Treloar kindly offered to assist the Parish Council in identifying potential sources of funding for work and repairs. It was agreed that the Clerk would contact Mr Treloar should this be required in the future.

AGREED AND NOTED.

18.112.4 Rockland Wildfowlers Association Lease – the Clerk had obtained quotes for the lease renewal work from three solicitors. Having reviewed all three quotes, Councillors agreed to instruct Birketts Solicitors to carry out the work, based on the fact that Birketts offered the most favourable rate. ***To that end, the Clerk would instruct Birketts and request that they and Savills complete this work as soon as possible.***

AGREED AND NOTED.

18.112.5 Green Lane electricity wayleave payment and lease – the Clerk had finally received a response from UK Power Networks, who informed her that the current lease was a non-paying lease; therefore, the Parish Council had no claim to wayleave payments. The matter of the lease renewal had been passed to the Lease Renewals department and ***the Clerk would continue to liaise with them and mention that a wayleave payment would be expected.***

AGREED AND NOTED.

18.112.6 Memorial benches for Rockland Staithe – Councillor Stone had identified three suitable benches and plaques, details of which would be passed to the parishioners who had each expressed an interest in sponsoring a memorial bench. ***Once the parishioners' interest had been confirmed, the Clerk would request that the amount of the bench and plaque is paid by each parishioner to the Parish Council by cheque;*** the Parish Council would subsequently purchase the benches and plaques on their behalf, and would arrange and pay for the removal of the existing benches and installation of the new ones. With regard to the siting of the new benches, the Chair reported that the Poors Trust would consider the Parish Council's proposal, at its meeting on 17th May, to move the benches farther towards the jetty.

AGREED AND NOTED.

18.112.7 Delivery of clothes bank at Black Horse Dyke – Councillor Hayward reported that the bank had now been installed

NOTED.

18.112.8 Unregulated signs on Hellington footpath – there had been no further progress on ascertaining whether the footpaths were permissive or public.

NOTED.

18.112.9 Hazardous material at land adjacent to Green Lane playing field – the Clerk had contacted the parishioner who owned the land where the hazardous material is located. The parishioner had responded that the land was subject to a sale currently taking place but that the purchaser of the land would, on completion of the sale, erect a fence to keep trespassers out. However, Councillors were in agreement that as the area in question was still accessible and the hazardous items remained in place, ***the Clerk should contact South Norfolk Council to make them aware of the situation and include the photographs of the hazardous items.***

AGREED AND NOTED.

18.112.10 "One Million Trees" initiative – Councillor McCormick reported that she had written to Norfolk County Council's project leader to inform them of the Parish Council's plans for tree planting in the parish. She had sent Councillors the reply which was positive about the Parish Council's ideas and in line with the Project's aims. There will be further news in late spring about what support the Project can offer. County Councillors will have a budget specifically to support tree planting.

NOTED.

18.112.11 Ditch maintenance responsibility: response from landowner – the Clerk reported that she had written to the owner of the land on Bramerton Lane in-between Applebee and Bramerton to request that the ditches in this area are cleared, since flooding on that stretch of road had become progressively worse in the past few years. ***The Clerk would continue to await a response from the landowner.***

NOTED.

18.112.12 Derelict caravan at Low Common: response from landowner – Councillor Francis had not had a response from the landowner regarding the removal of the caravan.

NOTED.

18.113 Planning matters

18.113.1 New applications

None received.

NOTED.

18.113.2 Decisions

- Application Number: 2021/0625
Location: 3 School Lane Rockland St Mary Norfolk NR14 7ET
Proposal: Repair and replace brick and flint boundary wall. Reposition gate and replace close board fencing and trellising along property boundary.
Decision: Approval with Conditions
Date of decision: 6 May 2021
- Application Number: 2021/0694
Location: 2 Rookery Hill Rockland St Mary NR14 7EW
Proposal: Demolition of existing single storey extension and replace with a two storey extension to the rear and side with single storey elements
Decision: Approval with Conditions
Date of decision: 6 May 2021
- Application Number: 2021/0420
Location: 1 Surlingham Lane Rockland St Mary NR14 7HH
Proposal: Erection of a timber framed open fronted cart lodge and garden store
Decision: Approval with Conditions
Date of decision: 9 April 2021

NOTED.

18.114 Financial matters

18.114.1 Orders for payment – there were five orders for payment: Clerk's salary and expenses £344.86; Village Caretaker £202.99; Kate Bevington Zoom Pro monthly subscription for meetings £14.39; BHIB Councils Local Councils insurance renewal £641.39; Society of Local Council Clerks membership renewal £95. On the proposal of Councillor Stone, seconded by Councillor McCormick, these payments were approved.

AGREED AND NOTED.

18.114.2 Current balance of accounts – the Clerk reported that the current balance at the bank was £31,368.34. Councillor Green noted that, depending on the dates of payments going into and out of the Parish Council account, it was possible that the precept income may have become overdrawn at some point. However, the Clerk sought to reassure Councillors that this was probably not the case and may be a matter of incomplete reporting on her part. Councillor Green offered to look into obtaining a software package for accounting which would simplify the process. This was proposed by Councillor McCormick and seconded by Councillor Hayward. The Chair suggested that it might be beneficial to have a separate bank account for the CIL money and ***the Clerk would look into this.*** Councillor Stone asked whether the Parish Partnership award for the 20mph flashing signs had been received; it had not, but ***the Clerk would chase this up.***

AGREED AND NOTED.

18.114.3 Insurance renewal – the Clerk had forwarded the insurance renewal documents from BHIB Councils. All appeared to be in order and it was agreed that, since the premium had increased only by £6.95 on the previous year and the insurance provided was satisfactory, it would not be necessary to obtain additional quotes.

AGREED AND NOTED.

18.115 Correspondence

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

NOTED.

18.115.2 Correspondence circulated prior to the meeting – listed below.

Early Years Consultation at Rockland St Mary Primary School	13.04.21
Pupil safety incident in Rockland St Mary - response from Framingham Earl High School Headteacher	16.04.21
15-04.21 COVID-19 NCC Briefing from Norfolk ALC	16.04.21
Invitation to Norfolk ALC General Meeting on 20th May	30.04.21
Invitation to CPRE Norfolk Annual Lecture on 20 th May 2021	30.04.21
Norfolk ALC report from Norfolk Strategic Flooding Alliance meeting	30.04.21
29.04.21 COVID-19 NCC Briefing from Norfolk ALC	30.04.21
Invitation to South Norfolk Council Town and Parish Council Forum 22nd April	04.05.21
Invitation from Norfolk ALC to join "The Street That Saved" initiative for saving Food Waste	04.05.21
Broads Briefing from the Broads Authority	09.05.21

Councillor McCormick referred to the email from CPRE Norfolk regarding their annual lecture on 20th May, which would feature a discussion on climate change. Councillor McCormick was unable to attend but suggested that another Councillor might find it of interest.

NOTED.

18.116 Review of Policies

18.116.1 Wildlife Policy – Councillor Norris had prepared a draft policy which had been circulated to all Councillors. Councillor Stone offered to assist with the design of the map within the policy. The Chair proposed that the Wildlife Policy should be accepted and all Councillors were in agreement.

AGREED AND NOTED.

18.116.2 Information Policy Commitment – the Clerk had made the required amendments and had circulated the document to Councillors prior to the meeting. There were no further amendments and the document was approved by Councillors.

AGREED AND NOTED.

18.116.3 Publication Scheme - the Clerk had made the required amendments and had circulated the document to Councillors prior to the meeting. There were no further amendments and the document was approved by Councillors.

AGREED AND NOTED.

18.117 Reports from Councillors on their areas of responsibility

18.117.1 Black Horse Dyke & Rockland Staithe car parks – Councillor Hayward had nothing to report.

NOTED.

18.117.2 Footpath report – Councillor Bevington had nothing to report.

NOTED.

18.117.3 Rockland St Mary Primary School – Councillor Green reported that the current Head Teacher had given notice to resign from her post. Councillors agreed that this was both worrying and a disappointment and it was noted that the current Head Teacher was the 10th the School had had within a period of seven years. It was agreed that the Chair would draft a letter to the CEO of the Sapientia Trust expressing the Parish Council's concern over this matter, and would send the draft letter to Councillors for approval.

AGREED AND NOTED.

18.117.4 Green Lane playing field – Councillor Stone had looked into prices for a replacement bin and was awaiting quotes.

NOTED.

18.117.5 Climate recovery – Councillor McCormick had nothing to report.

NOTED.

18.118 Poor's Trust appointment of Trustee

The Chair of the Poor's Trust had informed the Clerk that Keith Wyatt, having served a full term as a Trustee, had not elected to continue as a Trustee. Therefore, it was requested that Councillors approve Richard Bailey of Rockland St Mary, as Mr Wyatt's replacement. This was proposed by the Chair and all Councillors were in agreement.

AGREED AND NOTED.

18.119 Scarecrow Trail 2021

The Chair of the Friends of Rockland St Mary School (FORMS) had contacted the Clerk to request permission to install a large sign advertising the Scarecrow Trail on the grassed triangle area on entering Rockland St Mary, close to the village sign. Councillor McCormick expressed concern that positioning a sign in that location could be a significant distraction to drivers considering that it is on a sharp bend, and so could pose a hazard. It was suggested that an alternative location might be the grassed area on The Street in-between School Lane and St Margaret's Way, with perhaps a smaller sign at the lower point of the triangle (the "Hellington" end) as this would not prove to be such a distraction to drivers. The Chair of FORMS had also asked for suggestions on suitable locations for scarecrows to be placed by those parishioners who do not have an available driveway for displaying them. Councillors suggested that the corner of Surlingham Lane and the top of Black Horse Dyke car park would be suitable. ***The Clerk would relay this information to the Chair of FORMS.***

AGREED AND NOTED.

Any other business

It was noted that nothing further had been heard from the Highways Department regarding the village gateway speed signs. ***The Clerk would contact the Highways Department for a progress update.*** The Clerk reported that a request had been received to hold a small fundraising event in the Black Horse Dyke car park on Wednesday 30th June from 10.00 am to 1.00 pm. This would feature approximately five stalls with craft items, tombola, cakes etc., with monies raised going to the Big C Nearer to Home appeal. Whilst Councillors were supportive of the event, it was agreed that since parents are asked to use Black Horse Dyke car park rather than parking on School Lane, it would not be reasonable to restrict parking in the car park on a school day. Councillors requested that the event is held on a non-school day. ***The Clerk would suggest this to the event organiser.***

AGREED AND NOTED.

There being no further business, the meeting closed at 9.35 pm.

Date of next planned meeting – Wednesday 9th June 2021

Vanessa Sewell
Parish Clerk

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

Date