



Rockland St Mary with Hellington Meeting of Rockland St Mary with Hellington Parish Council held on Wednesday 8th January 2020

Public Participation Session:- There was no public participation at this stage of the meeting.

County Councillor's Report:- County Councillor Barry Stone had tendered his apologies. He had not provided a report.

District Councillor's Report:- District Councillor Vic Thomson had sent through his report for January. He had indicated he would be attending the meeting later as he was scheduled to attend two other parish council meetings that evening. His report covered the following issues:-

2 Councils 1 team.

As of the first of January, the "team" is in place. All staff in place with updated terms and conditions.

The Council is looking to align policies where possible and Discretionary Reliefs are one area covered in the first phase. SNDC will now "extend support for childcare providers".

SNDC Budget

Budget setting is in process.

The Council is on target to achieve one of its main objectives which is the collaborative work with Broadland District Council.

The main sources of income for Local Authorities, including South Norfolk Council are council tax, business rates and chargeable services.

Links for information re. recycling

[Recycle your Christmas tree](https://www.norfolk.gov.uk/rubbish-recycling-and-planning/rubbish-and-recycling/types-of-waste-we-accept/christmas-trees)

<https://www.norfolk.gov.uk/rubbish-recycling-and-planning/rubbish-and-recycling/types-of-waste-we-accept/christmas-trees>

[Recycle your wrapping paper](#)

[Recycle your carpet](#)

[Recycle mince pie cases: SNDC accepts in recycling](#)

Some simple steps you can take to recycle

<https://blog.coop.co.uk/2019/12/04/together-we-can-recycle-more-mince-pie-foil-packaging-this-christmas/>

For a full copy of District Councillor Thomson's report go to the parish website:

www.rocklandstmarywithhellington-pc.gov.uk

MINUTES

Present: Cllrs Kate Bevington (Chair), Catherine McCormick, Nikki Green, Paul Francis, Ernie Green and Mike Hayward.

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

17.874. Apologies for absence:- An apology for absence had been received from County Councillor Barry Stone.

NOTED

17.875 Declarations of interest:- There were no declarations of interest.

17.876 Minutes:- Minutes of the meeting held on the 11th December 2019 , copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair.

AGREED AND NOTED

17.877: Report on matters arising:-

17.877.1/17.877.2 Hellington signs/Signs from Hellington entering Rockland – The Clerk had sent a further email sent to Gary Overland, Highways Engineer, relating to the signs at Hellington and also with regard to the sign from Hellington as you enter Rockland. To date no response had been received. ***The Clerk had asked District Councillor Vic Thomson to raise these matters when he meets Mr. Overland for his monthly meeting.***

NOTED

17.877.3 Notice Board at The Staithe – The Notice Board was now in situ. The Clerk was awaiting the invoice from Robin Whitlam for his work in building the surround amounting to £280.00. In addition other expenses had been incurred - CIM aluminium side panel £168.00 and Mr Plastic £29.05 . The total cost would be £477.05. plus vat but VAT was recoverable by the Parish Council. The Poors' Trust had agreed to contribute £150.00 towards the cost of the Board. ***The Clerk will send an invoice to the Poor's Trust for reimbursement.***

AGREED AND NOTED

17.877.4 Progress update on pathway at Wherryman's – The Clerk had received an email from Russell Wilson, Senior Trails Officer, Norfolk County Council, which she had circulated to all Councillors. Mr Wilson had met with the Chair of the Poor's Trust. Agreement had been reached on the work that would be undertaken to create space to accommodate the refuse bins so that they do not obscure the information boards. The current information boards would be removed and consideration given to re-furbishing them before they were reinstated.

In addition, a meeting had taken place with the Broads Authority and Rockland Wildfowlers Association to discuss improving the path to the bird hide. Work will begin to scrape the route before the end of February. The path would then be sprayed off to prevent regrowth. Delivery of materials would be from either end of the path with Broads Authority volunteers commencing to "re-top off" the pathway in sections with the proposal that it would eventually join up.

NOTED

17.877.5 20 mph signs at School Lane - The Clerk had received more detailed costings for the signs which she had forwarded to Councillors prior to the meeting. Two school signs with amber flashers operating from the beginning of the day, lunch times and the end of the school day would cost £6,054.00. An additional sum of £500. per sign would be payable to Norfolk County Council to cover maintenance for ten years, an annual inspection and all repairs and replacement costs. Councillor E Green had contacted an alternative supplier and was awaiting further information. Councillor McCormick asked if the school could make a contribution. Councillor E Green said that under the constraints of the School's budget this would not be possible.

NOTED

17.877.6 No cold calling zones for Rockland St Mary and Hellington -

The Clerk had obtained information regarding no cold call zones. A no cold calling zone is a designated area where the residents declare they will no longer accept traders calling at their homes without an appointment. It must be the collective wish of the residents so the majority of the people living in the area must want the zone to be created. Application can be made on line but it is necessary to show how many residents are in agreement, whether any incidents have been reported to the Police and how many nuisance calls there have been together with the

age of the population. ***It was agreed the Clerk would include information in the next edition of Eleven Says and for a survey to be included in the spring parish newsletter.***

AGREED AND NOTED

17.877.7 Defibrillator at New Inn Hill - The Clerk had collected the defibrillator from the East Anglian Ambulance Headquarters and Councillor Hayward reinstated the equipment at New Inn Hill and updated the contact information for future reference.

NOTED

17.877.8 Clothes bank at Black Horse Dyke - District County Councillor Vic Thomson in his report had said that SNC had a contract with the Trading Arm of the Salvation Army for the recycling of textiles. A new contract was required and South Norfolk went through the standard procurement process, this time with Breckland, Broadland and Yarmouth with the process led by Breckland Council. The contract was awarded to ASTCO, <http://www.astco.co.uk/>.

(This matter was further discussed when District Councillor Thomson joined the meeting and referred to later in the minutes)

17.877.9 Welcome pack – Councillor E Green said this was ongoing and reminded Councillors to contact him with any amendments they felt are needed.

AGREED AND NOTED

17.878 Co-option of Councillor. The Clerk reported that the process for filling the vacancy had begun by posting a notice requiring ten electors to request an election. No such request had been received and therefore the Clerk had posted a co-option notice inviting any parishioner interested in filling the post to attend tonight's parish council meeting. There had been no expression of interest. ***The Clerk will insert an article in the Eleven Says inviting interested parishioners to contact her.***

AGREED AND NOTED.

17.879 Planning

17.879.1 Current applications –

There were no current applications.

NOTED

17.879.2 Decisions

No decisions had been received.

NOTED

17.879.3 Pending consideration

2019/2257 16 School Lane Rockland St Mary Norfolk NR14 7EU

Proposal: Erection of two storey side extension to replace existing garage and extend dormer window to rear.

NOTED

17.880. Financial matters:-

17.880.1 Parish precept for the financial year 2020/2021 The Clerk had circulated to Councillors before the meeting her report on the precept. After discussion, and on the proposal of Councillor McCormick seconded by Councillor E Green, it was agreed that Councillors would set the precept at £10,500. Councillors felt they were justified in raising the precept as the Council 'gave value for money', undertook a number of projects, engaged a village caretaker and the precept had not been increased since 2016/17. ***The Clerk will arrange for the Chair to sign "Precept Upon Charging Authority" and send to South Norfolk Council by the deadline date of the 20th January 2020.***

AGREED AND NOTED

17.880.2 Orders for payment - There were three orders for payment - Village Caretaker £126,00; Clerk's salary and expenses £337.14 and S Raney Tree Services £1,100.00. On the proposal of Councillor N Green seconded by Councillor Mike Hayward these payments were approved.

AGREED AND NOTED

17.880.3 Current Balance of Accounts – the current balance at the bank was £39,036.14. The Clerk reminded Councillors that this sum included the CIL money received in respect of the development at The Orchids. ***It was agreed the Clerk invite parishioners again to put forward suggestions on how to spend the Community Infrastructure Levy through an article in Eleven Says.***

AGREED AND NOTED

17.880.4 Application for grant from BYRUS – The Clerk had circulated to Councillors a copy of the application for a grant from BYRUS. This application did not meet the Community Grants Policy criteria and Councillors refused the application. ***The Clerk will inform the applicant accordingly.***

AGREED AND NOTED

17.881 To review Child Protection Policy – The Clerk had circulated to Councillors a copy of this document. Councillors accepted the policy meets all necessary obligations and it was agreed.

AGREED AND NOTED

District Councillor Vic Thomson arrived at this juncture of the meeting.

17.882 To discuss Greater Norwich Local Plan – The Draft Greater Norwich Local Plan (GNLP), if endorsed by the Greater Norwich Development Partnership (GNDP) Board and approved for consultation by district councils in mid-January, will be consulted upon from Wednesday 29 January to Monday 16 March 2020. The Clerk had sent details of this to Councillors.

Councillors asked District Councillor Thomson the current situation regarding South Norfolk and the call for sites submitted in that area. He replied that South Norfolk would be conducting their own process in looking at the sites proposed as it was felt the method adopted after the previous call for sites was not fit for purpose for South Norfolk. South Norfolk wished to have a two-way approach with towns running as a different strand to the more rural/village clusters. There was currently a slight delay in the process, but this would not delay Chapter 19 being presented to the Government.

South Norfolk Planning Department would be meeting on Friday the 10th January when there would be a definitive timetable on the consultation period.

Councillors asked District Councillor Thomson about the clothes bank at Black Horse Dyke - see **17.877.8**. Councillors considered that South Norfolk should have consulted the Parish Council prior to removing the Salvation Army Clothes Bank. District Councillor Thomson asked whether the Council had signed a contract at any time. The Clerk and Councillors were not aware of the existence of one and Councillor E Green suggested that, even if there was one, this would have been cancelled as the circumstances had changed. Councillors requested that the new one be removed and replaced with one supporting a charity. ***District Councillor Thomson will look into the matter and inform the Clerk of the way forward.***

17.883 Lane leading to Green Lane Playing Field - District Councillor Thomson reiterated that the lane is clearly unadopted and does not fall within the jurisdiction of the Highways Department but within the public rights of way and the NCC Footpath Department. The 30 mph signs are completely misleading and should not be there. No one can ascertain by whom or why they were placed there. Councillor N Green said her concern was that the lane would only partially be repaired and there were further potholes and repairs that needed to be undertaken not just at the road end of the lane.

NOTED

The Orchids – Councillor McCormick raised the question of the work being undertaken at The Orchids on the ditch behind the properties at Broadfields. ***District Councillor Thomson***

suggested Cllr McCormick send details to the Clerk to enable her to contact the Water Management Department. This was agreed.
AGREED AND NOTED

17.883 Correspondence:-

17.883.1 Feedback from previous correspondence –

The Clerk had sought advice regarding the number of members required to make a quorum when there was a vacancy . The quorum remains at three notwithstanding any vacancy.

17.883.2 Correspondence circulated prior to the meeting –

Document	Circulated via email
Email from Anita Varney relating to S106 money for equipment at Green Lane Playing Field	12.12.2019
Emails relating to the defibrillator at New Inn Hill	Various dates
Broads Authority Christmas briefing	20.12.2019
Becoming a volunteer email	20.12.2019
Email attaching Vacancy Notice	23.12.2019
Email re. Greater Norwich Local Plan - Regulation 18 Consultation	23.12.2019
Email from Surlingham Parish Clerk with attachments concerning public meetng on the 9 th January 2020 in relation to Wherryman's Way	23.12.2019
Emails from Councillor Hayward re. vandalism at Green Lane	31.12.2019
Email from resident re. pheasant shooting at Low Common	02.1.2020
Email South Norfolk Help Hub ##61	02.1.2020
Winter briefing email	02.1.2020
Email from Westcotec attaching quote for school signs	03.1.2020
Email re Police and Crime Commissioner Budget Consultation 20/21	06.01.2020
District Councillor Vic Thomson's January report	07.01.2020

Relating to the pheasant shooting it was agreed the Clerk should write to the parishioner saying that this fell outside the jurisdiction of the Parish Council as the sport took place on private land.

AGREED AND NOTED

Councillor Hayward and the Village Caretaker will assess the damage at Green Lane and make suggestions to Councillors on the best way forward.

AGREED AND NOTED

It had been agreed at the Climate Change Meeting in December that notes would be forwarded to the Clerks of each parish attending. ***It was agreed the Clerk would contact Mr Wagenecht to see if these were now available.***

AGREED AND NOTED

17.884 Reports from Councillors on their areas of responsibility: -

17.884.1 Black Horse Dyke Car Park – The Clerk had contacted Open Reach BT who had informed her that if the branches of the tree in question was on land owned by a parishioner it was the responsibility of that person to have the branches cut. If damage was subsequently caused to the cables BT would come out and disconnect. Councillor Hayward informed the meeting the fencing was very close to completion.

NOTED

17.884.2 Footpaths – The Clerk had contacted the owner of the land opposite Eel Catcher Close and he had confirmed he would cut back the overhanging branches encroaching on to the footpath. Discussion took place regarding ownership of the land at Hellington where the

conifer tree had fallen. ***It was believed this might belong to the Parochial Church Council. The Clerk will contact the relevant person regarding this matter.*** Councillor Bevington reminded Councillors of the meeting at Surlingham concerning Wherryman's Way on the 9th January 2020. She had nothing further to report.

17.884.3 Rockland St Mary Primary School – There was nothing to report.

NOTED

17.884.4 Green Lane Playing Field - The Clerk had contacted the company who had given the quote for the concrete manhole covers. They had estimated that 1.6T soil should be allowed per cubic metre but if rubble were to be used first this could be reduced to 1 tonne of topsoil. Councillor Hayward reported a parishioner had kindly agreed to use his tractor to transport the manhole covers to the playing area if a suitable area could be found where a large vehicle could deliver the covers. ***Councillor Bevington will contact a land-owner at Green Lane about a potentially suitable site.***

AGREED AND NOTED

AGREED AND NOTED

17.884.5 Speedwatch – The Clerk said she had taken on this role again on a temporary basis and would be informing speedwatch volunteers that she has now stepped down.

The Clerk informed Councillors she had sent to the Police the SAM2 data and asked for any advice on further preventative measures to reduce speeding in the village.

NOTED

Any other business

Drop in Session – Again, no parishioners had attended the drop in session held on the 8th January. ***The Clerk will arrange for the next one to be held at the Community Café on the 28th February 2020 and inform residents of this through the Eleven Says.***

AGREED AND NOTED

Councillor Francis said the replacement salt bin at Hellington had a smaller capacity than the previous one. ***It was agreed the Clerk would investigate suppliers and forward information to Councillor Francis.***

AGREED AND NOTED

Councillor Francis raised his concern over the large amount of surface water and mud at Low Common. ***The Clerk will inform Highways of the situation.***

AGREED AND NOTED

There was no further public participation.

The meeting closed at 9.40 p.m.

Next meeting Wednesday 12th February 2020

Monica Armstrong

Parish Clerk

Signed as a correct record on 12th February 2020

..... Chair