



**Meeting of Rockland St Mary with Hellington Parish Council
held on Wednesday 14th October 2020
This meeting was conducted by the Zoom facility**

**Meeting ID: 863 2416 3214
Password: 537810**

Public Participation Session

There was no public participation at this stage of the meeting.

County Councillor's Report

County Councillor Barry Stone reported that a number of heritage organisations in Norfolk had benefited from the government's Culture Recovery fund, to help them through the Coronavirus pandemic. He also spoke of the government's Rough Sleeping Initiative fund, with councils across England receiving a share of the funding to provide local support for those living on the streets.

Councillor Stone noted that the NHS was asking for participants for Coronavirus vaccine studies. Those wishing to take part can join the COVID-19 vaccine research registry, where they can sign up to be contacted about taking part in approved UK coronavirus vaccine studies. The link below provides further information.

It was further noted that, with many organised fireworks displays being cancelled due to current restrictions on gatherings and events, Norfolk Fire & Rescue Service and Norfolk County Council's Trading Standards Team were urging people to stay safe this bonfire and fireworks season. Advice and safety information can be found in the link below.

Links for information:

<https://www.nhs.uk/conditions/coronavirus-covid-19/research/coronavirus-vaccine-research/>
<https://www.norfolk.gov.uk/news/2020/10/stay-safe-this-bonfire-night>

District Councillor's Report

District Councillor Vic Thomson had submitted his report which the Clerk had circulated to all Councillors. He first spoke of the concerns regarding an increased accident and incident rate on the Broads, which may reflect the lack of experience and knowledge in those hiring boats for the first time. (Statistics showed that 80% of people hiring boats on the Broads this year were first-time sailors.) The Broads Authority were now providing online tutorials for those hiring boats on the Broads, and increasing the number of rangers in attendance.

District Council officers were preparing to commence spot-checks on businesses in South Norfolk, to ensure adherence to Covid-secure measures. The Coronavirus outbreak at Banham Poultry had doubled the virus rate in South Norfolk, but this had reduced quickly. A small outbreak at the Ketteringham depot had been contained by separating crews at the

depot before and after rounds. Another small outbreak at Framingham Earl High School had been contained. The continuing need to remain safe, distanced, hygienic and informed was reiterated and use of the NHS Covid-19 app was recommended. In addition, the flu vaccine was now being made available to a wider range of people. For further information please see the links below.

District Councillor Thomson outlined two current planning consultations, one of which had just finished (Changes to the current planning system), with the second one finishing at the end of October (Planning for the future). Further details can be found in his report (see below).

Links for information:

Coronavirus: working safely <http://ow.ly/T8WP50BKR0k>

Flu information and vaccine <http://ow.ly/LymV50BGpJL>

NHS Covid-19 app <http://covid19.nhs.uk>

Shape our Housing Service Consultation <http://ow.ly/K6Le50BNm6y>

For a full copy of the District Councillor's report, visit the Parish Council website www.rocklandstmarywithhellington-pc.gov.uk

Councillor E Green reported that there was continued concern in terms of safety regarding traffic using School Lane, and whether a vehicular restriction could be put in place during school hours. County Councillor Barry Stone and District Councillor Vic Thomson would look into this matter further.

MINUTES

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

Vanessa Sewell attended as Clerk. There was no attendance from members of the public. Jo Norris attended as Councillor after being co-opted.

18.019 Apologies for absence

There were no apologies for absence.

NOTED.

18.020 Declarations of interest

There were no declarations of interest.

NOTED.

18.021 Minutes

Minutes of the meeting held on 9th September 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.

18.022 Matters Arising

18.022.1 Rockland Wildfowlers Association Lease – the surveyor from Savills had proposed a site inspection attended by a Parish Council member, in order to fully understand matters that may impact on the rental value. Councillor Bevington agreed to attend the meeting, and the Clerk would arrange for this to take place on either 11th or 12th November.

AGREED AND NOTED.

18.022.2 Verge at The Street opposite the Post Office – Councillor E Green reported that no response had been received from Gary Overland at Highways. It was agreed that the Clerk would contact him for an update on this and other outstanding matters.

AGREED AND NOTED.

18.022.3 Outstanding Hellington CIL money of £176.86 to be spent by October –

Councillor Francis had sourced a suitable bench and would install it within the next few weeks. He would submit an invoice to the Clerk for reimbursement.

AGREED AND NOTED.

18.022.4 Bus shelter application – the Clerk reported that a progress report from Norfolk County Council Highways Department had been requested but that a response was still awaited. It was agreed that the Clerk would include this matter in her request for an update from Gary Overland.

AGREED AND NOTED.

18.022.5 Resiting of panel of fencing at Green Lane – Councillor Hayward had expected this to be carried out prior to the meeting but it had not. He would follow this up.

NOTED.

18.022.6 Outstanding issues with the Highways Department – it was agreed that the Clerk would contact Gary Overland for an update on the issues noted above, as well as the Rockland St Mary gateway signs, the replacement of signs at Hellington, and the “Slow” signs on New Inn Hill.

AGREED AND NOTED.

18.023 Financial matters

18.023.1 Orders for payment – there were five orders for payment: Clerk’s salary and expenses £358.66; Village Caretaker £218.44; PKF Littlejohn LLP Annual Governance & Accountability Return £240; Eastern Play Services Ltd for the installation of equipment at Green Lane Playing field £3,654.60; Councillor Bevington for monthly subscription of the Zoom Pro facility to hold online Parish Council meetings £14.39. On the proposal of Councillor Francis, seconded by Councillor N Green, these payments were approved.

AGREED AND NOTED.

18.023.2 Current balance of accounts – the current balance at the bank was £37,390.15.

NOTED.

18.024 Planning matters

18.024.1 New applications

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

Proposed change of use of an existing games room to a one-bedroom flat.

Application Type: Full Planning Permission

Councillors had no comments or observations to make regarding this application.

NOTED.

18.024.2 Decisions

2020/1381 4 Surlingham Lane, Rockland St Mary, NR14 7HH

Proposal: Erection of garden room.

Decision: Approval with Conditions Delegated

Date of decision: 24 September 2020

NOTED.

18.025 Co-option of new Councillor

Jo Norris provided a short synopsis of her background and reasons for wishing to join the Parish Council as a Councillor. Her co-option was unanimously agreed by a show of hands. She had provided the Clerk with a signed Declaration of Acceptance of Office, which the Clerk counter-signed.

AGREED AND NOTED.

18.026 Re-opening of Green Lane Playing Field

The Chair wished to formally thank Councillors Hayward and N Green for the considerable amount of time and effort they had put into this project. The equipment had been installed and safety-checked, with a number of jobs still to do before the playing field could re-open. Lamb’s Signs had provided a competitive quote to prepare and install the safety signage and

it was agreed that Councillor N Green would engage them for this work. The Clerk would add a notice on the Parish website once the opening date was confirmed. She would also add a message to the village Facebook page to inform that the playing field remained closed and that a date for re-opening would be posted on the website.

AGREED AND NOTED.

18.027 School parking on School Lane

Councillor E Green had received a request from a resident of School Lane to raise the matter of parking on School Lane during school drop-off and collection times. This was an ongoing matter and concerns had already been raised by the Head Teacher of the Primary School, having received complaints from residents regarding parking and driving on School Lane. It had been requested that parents refrain from using the church car park and from driving along School Lane; instead they were asked to walk or cycle to school, or if the use of a car was essential, to park considerately on The Street or use the Black Horse Dyke car park.

On discussion, it was agreed that the Parish Council could not take further action but that they were in close contact with the school (two Councillors served as School Governors) and that it was hoped that the 20mph flashing signs, due to be installed next year, would slow traffic down. With regard to the use of the Black Horse Dyke car park, it was noted that a vehicle was being parked on the car park overnight, taking up an additional space that might otherwise be used by a school parent. To that end, it was agreed that Councillor N Green would ask Lamb's Signs for a quote for two "No Overnight Parking" signs, and that the Clerk would write to the resident to reiterate that overnight parking is prohibited.

AGREED AND NOTED.

18.028 Dog fouling notices

The need for additional signage to prevent dog fouling was discussed, particularly with shorter daylight hours seeming to increase incidents of this nature. It was agreed that the Clerk would contact the District Council to find out if signs were available, and then arrange to have them placed around the village.

AGREED AND NOTED.

18.029 Parish Council Facebook page

It was agreed that a Facebook page was not required, given that there already exists a Rockland St Mary & Hellington group on Facebook. It was however agreed that the Clerk, after discussion with Councillors, should respond (where relevant and required) to posts on that page.

AGREED AND NOTED.

18.030 Parish Council website review

It was agreed that the Clerk would tidy up the website and re-arrange some of the headings and placement to produce a more logical structure.

AGREED AND NOTED.

18.031 Separation of accounts for Council and CIL money

In order to easily identify the two separate income streams, the Clerk was asked to produce two separate spreadsheets.

AGREED AND NOTED.

18.032 Climate Change Action Group

Councillor McCormick had tried on a number of occasions to join this group as a representative of the Parish Council, but without success. It was agreed that the Clerk would write to Philip Halstead of the Climate Emergency Action Group to explain that, as a

Parish Council we are supportive of the initiative and wish to be included in the meetings and correspondence.

AGREED AND NOTED.

18.033 Risk Assessment Review – Staithe Car Park

Councillor Hayward had carried out a risk assessment which had been forwarded to Councillors for review. Councillors had no further comment to make on the risk assessment. Councillor Hayward noted that one of the potholes on the car park was becoming particularly damaged and he would look to repair this with the Village Caretaker.

AGREED AND NOTED.

18.034 Correspondence

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

18.034.2 Correspondence circulated prior to the meeting – listed below.

Email from Jayne Regan re cancellation of event at Black Horse Dyke	10.09.20
Draft minutes of the Parish Council meeting held on 09.09.20	14.09.20
Email re Planning White Paper consultation from CBRE	17.09.20
Email re Carbon Footprint from Norfolk ALC Wellbeing	21.09.20
Email re Covid 19 guidance for managing playgrounds from Vic Thomson	25.09.20
Notice of Consultation on Peat Guide and Residential Moorings Guide from Broads Authority (via email)	25.09.20
Covid regulations update from Norfolk ALC (via email)	28.09.20
Monthly Briefing from Broads Authority (via email)	01.10.20
Email from Barry Stone re Planning White Paper, Loddon Roundabout and composting update	01.10.20
Email re decarbonising transport from Norfolk ALC Wellbeing	05.10.20
Notice of planning application submitted - The Normans, Run Lane, Rockland St Mary Norfolk (via email)	05.10.20
Email re Hate Crime Awareness Week from Norfolk Constabulary	05.10.20
Leaflet - Help to Manage Finances and Avoid Scams for People At Risk and Those Who Support Them, from Norfolk ALC Wellbeing (via email)	05.10.20

Councillor McCormick asked whether the prescription collection and delivery service from Heathgate Surgery in Poringland should be reinstated if the area is put into another lockdown. Councillors agreed that this should be the case if necessary.

AGREED AND NOTED.

18.035 Reports from Councillors on their areas of responsibility

18.035.1 Black Horse Dyke Car Park - Councillor Hayward reiterated the need for “No Overnight Parking” signs to be installed, to ensure that the maximum number of spaces are available for school parents to use.

NOTED.

18.035.2 Footpath report – Councillor Bevington had nothing to report.

NOTED.

18.035.3 Rockland St. Mary School – Councillor E Green reported that, at a recent meeting of the School Governors it had been noted that the number of pupils attending had increased. The Sunbeams nursery required a little more work but was on track for completion after the October half term week. He wished to place on record that school staff were doing an exceptional job in difficult circumstances, putting in extra effort to ensure the

safety of their pupils. The Parish Clerk would write to the Head Teacher to pass on the grateful thanks of the Parish Council.

AGREED AND NOTED.

18.035.4 Green Lane Playing Field – see item 18.026.

Items for the November meeting

Updated asset register – required following the addition of the new equipment at Green Lane playing field. Councillor E Green also suggested looking at alternative ways to number assets, as the current system of stickers on the assets is insufficient.

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

Next planned meeting – *Tuesday 10th November 2020

****Note change of date***

Vanessa Sewell
Parish Clerk

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

Date