



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

Public Participation Session:- A resident said that the recently repaired pothole on Run Lane was deteriorating and would quite soon become a problem for motorists. ***It was agreed the Clerk contact the Highways Department regarding this.***

County Councillor's Report:- County Councillor Barry Stone had tendered his apologies and no report was available.

District Councillor's Report:- District Councillor Vic Thomson said there was very little to report as the period of purdah was still effective. However, he mentioned the following matters:-

1. Recycling – “the scrunch test” whereby if wrapping paper stays scrunched up it can be recycled but, if not, it must go in the waste bin. Any food casing made of aluminium can be recycled. Christmas trees can be recycled.
2. South Norfolk would soon be “signing off” their Environmental Plan.
3. South Norfolk were investigating the possibility of purchasing in bulk “hot bins” to compost food waste to enable parishioners to purchase these at a lower cost.

District Councillor Thomson said he would be having his monthly meeting with Gary Overland of the Highways Department and will enquire further about the status of Green Lane and would recommend they both visit the site.

Councillor Ernie Green enquired about the removal of the Salvation Army clothes bank and asked who had given South Norfolk the authority to place the new bin on parish land. District Councillor Thomson said that his understanding was it was a tendering issue and the Salvation Army had not been successful. Councillor McCormick said there was no indication where the clothes were going to and whether it was aligned to any charity. ***District Councillor Thomson said he would make further enquiries and let the Clerk know the outcome.***

MINUTES

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

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

17.861. Apologies for absence:- Apologies for absence were received from Councillor Paul Francis and County Councillor Barry Stone.

NOTED

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

17.863 Minutes:- Minutes of the meeting held on the 13th November 2019, copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair.

AGREED AND NOTED

17.864: Report on matters arising:-

17.864.1 Hellington Signs - The Clerk reported she had received an email from Gary Overland, Highways Engineer, Norfolk County Council, stating that his inspector was currently on sick leave and therefore no further progress had been made relating to this matter.

NOTED

17.864.2 Sign from Hellington entering Rockland - The Clerk confirmed she had made investigations regarding replacing this sign. Gary Overland, Highways Engineer, Norfolk County Council, said that as it appeared to be a highways sign they would have to provide the replacement but the Parish Council must cover the cost. The Clerk was awaiting the cost.

NOTED

17.864.3 Notice Board at The Staithe – Councillor Hayward reported that the fitting of the new board was near completion. It had been more complex than originally anticipated as the text was very close to the outer edge.

NOTED

17.864.4 Progress update on pathway at Wherryman's Way - The Clerk said she had received an email from Russell Wilson stating he had met with the Broads Authority and was discussing the matter further with Rockland Wildfowlers, owners of the land adjacent.

NOTED

17.864.5 20 mph signs at School Lane – Councillor E Green had met with Roy Payne of Westlotec, the chosen supplier of Norfolk County Council, for a site visit. Two signs would be required at a cost of £3,200 per sign plus a 10 year maintenance agreement fee of £500. per sign plus vat. Councillor E Green had sourced another supplier who would charge £1,750 plus vat per sign. He sought permission to investigate the matter with the alternative supplier as it was important for the Parish Council to look at "value for money". This was agreed by all Councillors.

AGREED AND NOTED

17.864.6 Request from BYRUS for a donation - The Clerk confirmed she had sent to Father Ellis the Community Grants Policy and the application form to apply for a grant for BYRUS but had not received any response.

NOTED

17.864.7 Damage to Green Lane by UK Network – The Clerk was able to confirm that UK Network had reimbursed the Parish Council the sum of £122.97 in respect of the planting of the saplings and other remedial work which the Village Caretaker had undertaken following the damage caused by the company when replacing some telephone poles.

17.865 Planning matters:-**17.865.1 Current applications –**

NOTED

17.865.2 Decisions –

2019/2026 Hill House Low Common Hellington NR14 7BU Proposal: Demolition of existing dwelling and replace with new two storey dwelling. Approved with conditions.

NOTED

17.865.3 Pending –

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

17.866 Financial matters:-

17.866.1 Orders for payment - There were three orders for payment - South Norfolk Council for emptying dog bins £512.64; Village Caretaker £189.00; Clerks salary and expenses £337.57. On the proposal of Councillor Hayward seconded by Councillor N Green these payments were approved.

AGREED AND NOTED

17.866.2 Current Balance of Accounts – the current balance at the bank was £39,952.38. The Clerk reminded Councillors that this sum included the CIL money received in respect of the development at The Orchids.

NOTED

17.866.3 Timetable for setting the precept 20/21 –

The deadline for setting the precept by the Parish Council is the 19th January 2020. It was therefore important to have a quorum at the Parish Council meeting on the 8th January 2020. Prior to that meeting the Clerk will forward to all Councillors the current budget together with her report.

NOTED

17.867 Vacancy on Rockland St Mary with Hellington Parish Council –

The Clerk reported that, following the resignation of Stephanie Ross- Wagenknecht , the process for filling the vacancy had begun by posting a notice requiring ten electors to request an election within fourteen days of the notice which ends on the 24th December 2019. If no such request has been received by South Norfolk the Clerk will post a co-option notice inviting any parishioner interested in filling the post to attend the next Parish Council Meeting on the 8th January 2020.

NOTED

17.868 To consider Rockland and Hellington becoming no “cold calling” zones – A

resident had raised the question of Rockland and Hellington becoming no cold calling zones. Councillors agreed this matter should be investigated further. ***The Clerk will make enquires as to the procedure involved.***

AGREED AND NOTED

17.869 Lane leading to Green Lane Playing Field - The Clerk had circulated to Councillors an email from a resident living on Green Lane expressing his concern about the condition of the lane and the number of large potholes. The Clerk had replied to the resident that this matter was being discussed at Parish Council meetings in an attempt to establish whose responsibility it was to maintain the lane. Councillors agreed they would await an answer from District Councillor Thomson (see District Councillor Thomson’s report above) and discuss this matter further at the January meeting. However, it was unanimously agreed that if no satisfactory answer was received the Parish Council would treat it as an adopted road and pursue Norfolk County Council to undertake the repairs.

AGREED AND NOTED

17.870 Updating Welcome Pack – Stephanie Ross-Wagenknecht had offered to update the welcome pack. As she had now resigned it was necessary to appoint someone to oversee the amendments. Councillor Bevington said she was happy to proof read the amended document. ***Councillor E Green offered to undertake this task and asked fellow Councillors to email him with any amendments they felt should be made.***

AGREED AND NOTED

17.871 Review Standing Orders – The Clerk had circulated to all Councillors this document prior to the meeting. Councillor Bevington said it would be helpful to know if the number for a quorum changed when there were vacancies on the Council and for this information to be incorporated into the standing orders. ***The Clerk will investigate.*** The document was approved.

NOTED

17.872 Correspondence:-

17.872.1 Feedback from previous correspondence –

The Clerk confirmed she had written a letter to the School thanking the children and staff for their commendable initiative in commemorating Remembrance Day.

17.872.2 Correspondence circulated prior to the meeting –

Document	Circulated via email
Email from Rockland Wildfowlers Association re. “clean up day”.	14.11.2019

Newsletter from Norfolk Constabulary South Norfolk Engagement Officer.	14.11.2019
Email re. salt bin at Hellington	18.11.2019
Response from Christopher Raine – Team Leader – Development Management of South Norfolk re. flooding at The Orchids:-	18.11.2019
Emails relating to paper bank at Black Horse Dyke	Various dates
Email from resident regarding Climate Change meeting	21.11.2019
South Norfolk Hub Bulletin ##59	22.11.2019
Emails re. Salvation Clothing Bank	Various dates
Emails re. fly tipping at Low Common	Various dates
Norfolk County Council Environmental Policy	28.11.2019
Email re. notice of casual vacancy	28.11.2019
Email re. Broads Briefing and Climate Change update	29.11.2019
Email from Chair of Bramerton Parish Council re. public meeting on the 9 th January 2020 re. Wherryman's Way	02.12.2019
Email re. defibrillator	02.12.2019
Email re. application for outdoor table tennis table	06.12.2019
South Norfolk Help Hub Bulletin	06.12.2019
Email from Councillor McCormick re. The Orchids	08.12.2019

Defibrillator - The Clerk reported on the current situation regarding the defibrillator at the New Inn. She had made enquiries and had been informed by Norfolk Constabulary Control Room that the Emergency Services had used the defibrillator for an "incident" on the 1st December 2019 and the equipment was currently at the Ambulance Headquarters. The Clerk said she had made various attempts to contact the Ambulance Service but there was never a reply. ***It was agreed the Clerk would take up the matter again with the Police as it was imperative it should be back in situ as soon as possible.***

AGREED AND NOTED

Sand bags – The Clerk had made enquiries regarding the purchasing of sand bags. The cost for twenty-five bags would be £3.10 each plus and for fifty £2.50 each plus vat. In view of the difficulty of finding somewhere suitable to store the quantity of sand needed to fill the bags it was agreed by Councillors not to pursue this matter at the present time.

AGREED AND NOTED

Flooding at The Orchids – Councillor McCormick said that a very productive meeting with Jack Trutch of FW Properties had taken place with the residents at Broadfields who had been affected by the flooding at The Orchids. They had been shown the revised plans on the work to be undertaken on the ditch and were content with the proposals.

NOTED

17.873 Reports from Councillors on their areas of responsibility: -

17.873.1 Black Horse Dyke Car Park – Councillor Hayward explained that, because of the adverse weather conditions, it had not been possible for himself and the Village Caretaker to complete the fencing. It was hoped to finish this as soon as possible.

The matter of trees encroaching on the telephone wires was discussed further. The Clerk had sent an email to BT but had not received a response. She will pursue the matter further.

NOTED

17.873.2 Footpaths – Councillor Green raised the question of the path opposite the Post Office. It had been agreed some months ago by the Highways Department this would be repaired but to date no work had been undertaken. The Clerk will enquire further with Norfolk County Council as to the current position.

AGREED AND NOTED

Councillor Bevington raised the question of the overhanging trees from the farmer's land at New Inn Hill opposite Eel Catcher Close as these were old and potentially dangerous. The Clerk will contact the owner concerned.

AGREED AND NOTED

It had yet to be established who owned the land at Hellington where the conifer tree had fallen. District Councillor Thomson had agreed to investigate this matter on behalf of the Parish Council and the Clerk will contact him again to ascertain the owner's name.

AGREED AND NOTED

17.873.3 Rockland St Mary Primary School – Councillor E Green reported that he had attended the School's panto which had been most enjoyable. Councillor N Green said that a site meeting was taking place on the 12th December 2019 with the Estate's Manager of the Academy to pursue the possibility of arranging for Sunbeams to move to the School's site.

NOTED

17.873.4 Green Lane Playing Field - Councillor N Green reported Scott Rainey Tree Services had undertaken work on reducing and cutting back the trees at Green Lane Playing Field and would be returning to lay back the bramble area. Further discussion took place on the installation of concrete manhole covers. It was agreed the Clerk would contact the firm who were able to supply the covers to ascertain the quantity of soil which would be required to fill each one. Gravel could be placed on the bottom to assist with drainage.

Councillor N Green felt consideration should be given to devising a maintenance plan for the playing field and also to repairing the path leading down to the parking area. Councillor E Green suggested some of the CIL money could be used for this purpose.

The Clerk had reported that, as the first resident had taken up occupancy at The Orchids, the SIO6 money would shortly be received for the new play equipment. As it had been sometime since the original quotes had been received it was agreed Councillors should revisit the costings. The Clerk will forward to Councillor N Green the paperwork in connection with the estimates.

AGREED AND NOTED

17.873.5 Speedwatch – The Clerk reported that no speedwatch would be taking place between the 9th December and the 9th January. No permanent speedwatch co-ordinator had yet been appointed.

Councillor Hayward asked whether the SAM2 data could be sent to the Police to illustrate the percentage of vehicles driving through the village at speed regardless of where the SAM2 camera was located. ***The Clerk will undertake this.***

AGREED AND NOTED

Any other business

The Clerk reported on the amount of broken glass that had been left on the ground by the glass bank at New Inn Hill. It was agreed she would place a notice on the bank requesting people to clear up any broken glass that may occur when they were using the bin.

AGREED AND NOTED

There was no further public participation.

The meeting closed at 9.20 pm.

Next meeting Wednesday 8th January 2020

Monica Armstrong
Parish Clerk

Signed as a correct record on 8th January 2020

..... Chair