



Rockland St Mary with Hellington
Meeting of Rockland St Mary with Hellington Parish Council
held on Wednesday 10th June 2020
This meeting was conducted by the Zoom facility

Meeting ID: 795 7943 6862
Password: 5yQtSM

Public Participation Session

No public participation took place at this stage.

County Councillor's Report:-

County Councillor Barry Stone said the emphasis from Norfolk County Council was very much related to COVID 19 and the importance of complying with the regulations introduced by the Government which were changing on a daily basis. He further reported that, as a result of the Coronavirus, there would be a shortfall of £20 million in the County's budget.

He said the Parish Partnership Scheme was now in operation. The Clerk said she had not received details of this and County Councillor Barry Stone confirmed he would send the relevant information to her.

He further stated that the Boundary Commission had deferred the introduction of changing the boundaries until 2025

District Councillor's Report

District Councillor Vic Thomson had submitted his report which the Clerk had circulated to all Councillors. He spoke of the continuing support by South Norfolk Council to look after the most vulnerable residents but with COVID 19 restrictions starting to be relaxed the emphasis was now on trying to promote recovery and to do everything possible to get the local economy working again.

Since the lockdown South Norfolk had:-



Track and Trace

Norfolk has been chosen as a trial area for local Track & Trace. County and Districts will be working together. More information coming in the next couple of weeks.

District Councillor Vic Thomson's detailed report can be accessed via the website www.rocklandstmarywithhellington-pc.gov.uk

Councillor Bevington said that various Poors Trusts in the County had "one off" funds available to assist in the present crisis. She gave an example of a child from a family which does not own any computer so not being able to undertake school work could be a case where a Trust might assist with the purchase of one.

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

Monica Armstrong attended as Clerk and two members of the public logged in throughout the whole meeting and one member for part of the meeting.

17.984. Apologies for absence :-
NOTED.

17.985 Declarations of interest: - There were no declarations of interest.
NOTED.

17.986 Minutes:- Minutes of the meeting held on the 13th May 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.

17.987 Matters arising:-

17.987.1 Parish Council's insurance 2020/21 – Through email correspondence Councillors had unanimously agreed insurance cover with BHIB Insurance for a period of 12 months at a cost of £634.41. A cheque had been issued for this amount to ensure cover from the 1st June 2020.

NOTED

17.987.2 Outcome regarding driveway on to The Street – Following further clarification from Stuart French from Norfolk County Council Highways, it was confirmed that the department records showed the verge in question has been verified as a public highway meaning that highway rights exist over the land to allow the public to pass and repass. This did not, however, necessarily mean that the land was owned by the highway authority.

It was further understood that the cost of the relocation of the SAM2 pole would be the responsibility of the resident as part of the expenses incurred when creating the new driveway. The re-positioning of the pole would have to be agreed prior to its re location with the appropriate parties including the Safety Partnership being in agreement.

In addition, the Village Caretaker had moved the dog bin slightly towards the shrub area.

NOTED

17.987.3 Path at New Inn Hill – The Clerk had ascertained that the parcel of land adjoining the path on New Inn Hill was jointly owned by two parties. She confirmed she had written to both owners and had received a helpful reply from one of them. Councillor Bevington reported that the protruding branches had been removed. ***It was agreed the Clerk would write to the owner who had responded to express the Council's appreciation in dealing with the matter promptly.***

AGREED AND NOTED

17.987.4 Verge at The Street - The Clerk reported that she had contacted Gary Overland of the Highways Department regarding this matter again but had still not received a reply.

NOTED

17.987.5 Lease with Rockland Wildfowlers Association:- The Clerk had received two quotes from agents regarding the costs of valuing the shooting rights of Rockland Broad. ***It was agreed the Clerk should contact Savills to negotiate their charges. In addition the Clerk would ask for their opinion on the pros and cons of a five or seven year lease.***

Further discussion took place amongst Councillors regarding the advantages and disadvantages of having a lease controlling the shooting of birds and there not being a “free for all” which had existed in the past. Councillors felt that there could be other parties who might be interested in leasing the Broad and not just for shooting purposes. Councillor Bevington also asked if the Clerk could enquire of the agents as to whom would normally pay the solicitor’s costs. Councillor McCormick suggested the initial stage should be for the Council to obtain a market valuation of the shooting rights and for the matter to be discussed in more detail thereafter.

NOTED AND AGREED

17.987.6 Coronavirus update:- The Clerk reported that the collection of prescription service was still in place and working well. Over twenty volunteers had come forward and ten of those were active. The Parish Council had received a letter from the Practice Manager, Gary Whiting, stating that Rockland Surgery would not be opened until the 1st July 2020 at the earliest. Councillor Bevington wished to place on record the Parish Council’s thanks to the Parish Clerk who was coordinating this scheme on a voluntary basis and the Council appreciated the amount of work this involved.

NOTED

17.988 Planning matters:-

17.988.1 New applications –

2020/0946 43 The Street Rockland St Mary NR14 7AH. Proposal: Erection of rear and side extensions.

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

AGREED AND NOTED

17.988.2 Decisions – No decisions had been received.

NOTED

17.989 Financial matters:-

17.989.1 To approve the 2019-20 Annual Governance Statement - The Clerk had circulated to Councillors prior to the meeting the Annual Governance Statement, Bank Reconciliation as at the 31st March 2019, accounts for the year ending 31.3.2020 and the breakdown of accounts. The Chair read through the Annual Governance Statement and Accounting Statements for 2020. On the proposal of Councillor Hayward, seconded by Councillor E Green, Councillors unanimously agreed that all the relevant procedures were in place. The Chair will sign the Annual Governance Statement verified by the Clerk.

17.989.2 To approve the 2019-20 Statement of Accounts

The Clerk had circulated the Statement of Accounts to all Councillors prior to the meeting. On the proposal of Councillor E Green, seconded by Councillor McCormick, the Statement of Accounts was unanimously approved. The Chair will sign the relevant sections countersigned by the Clerk as Responsible Financial Officer.

As the Parish Council’s income had exceeded £25,000 it would be necessary for an external audit to take place. The Clerk will submit the return to PKF Littlejohn. A “Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability return for the Exercise of Public Rights” would be displayed. If any resident wished to examine the accounts the Clerk would make these available in the Parish Rooms to comply with current COVID 19 regulations and social distancing.

NOTED

17.989.3 Orders for payment – There were five orders for payment: Townlands and Roydon’s Trust £56.00; Cardiac Science for defibrillator pads £103.14; Cardiac Science Batteries £564.00; Village Caretaker £220.50 and Clerk’s salary and expenses £309.12.

On the proposal of Councillor N Green seconded by Councillor Francis, these payments were approved.

AGREED AND NOTED

17.989.4 Balance at Bank - The current balance of accounts was £36,280.88 less payments above.

NOTED

17.990 Interview arrangements for the appointment of Parish Clerk:- The interviewing panel of Councillors Bevington, McCormick and Hayward had met via Zoom to put in place all the necessary arrangements for the interviews. ***These will take place on the 24th June 2020 and the Clerk will book the Parish Rooms***

AGREED AND NOTED

17.991 Recommendations of Community Infrastructure (CIL) Sub-Committee:-

The sub-committee had met and submitted their recommendations to the Parish Council regarding expenditure for various projects. These schemes met the CIL criteria previously approved by the Parish Council. These recommendations were accepted by the full Parish Council. Recent information regarding the request to purchase Emergency CFR equipment meant this request was no longer relevant and would be removed from the list. ***The Clerk will arrange for the minutes of the sub-committee to be posted on to the website.***

Councillor N Green will draw a plan of where it is anticipated the new bus shelter will be erected although this would be subject to an application being made to Norfolk County Council.

AGREED AND NOTED

17.992 Policies;-

17.992.1 Harassment and Bullying Policy – The Clerk had circulated to all Councillors prior to the meeting the Parish Council's Policy. This policy was reviewed and approved by Councillors.

AGREED AND NOTED

17.992.2 Financial Regulations – Councillors had been sent a copy of this before the meeting. Councillors had read through the policy and approved its contents.

AGREED AND NOTED.

17.993 Review of risk assessment at Hellington public footpath and copse area:-

The Clerk had circulated to Councillors this risk assessment. Councillor Bevington had highlighted that the middle post of the red and white 'warning' chain was loose and no longer firmly embedded in the ground. Councillor Hayward had since repaired this. He would be meeting with the Village Caretaker at the site to assess whether work needed to be undertaken to cut into the other side of the path to widen it. Councillor Francis asked the Clerk whether any further progress had been made in establishing the registration of the triangle at Hellington. The Clerk said she would be reporting on this matter at the July meeting. Councillor E Green felt that if South Norfolk had passed ownership to the Parish Council it should have some documentation showing this. District Councillor Vic Thomson had previously been approached about this but had not discovered any documents. ***The Clerk will contact him again to see whether further enquiries could be made.***

AGREED AND NOTED

17.994. Correspondence : -

17. 994.1 Feedback from previous correspondence –

There was no feedback from previous correspondence.

17.994.2 Correspondence circulated prior to the meeting –

Document	Circulated via email
Emails concerning 23 The Street	Various dates
Emails re. Parish Council's insurance	Various dates

Broads Briefing for May	14.05.2020
Town and Parish Council briefing	17.05.2020
Norfolk Police Community Update	18.05.2020
Wherryman's Way Cycle Route Project	18.05.2020
Email re. Salvation Army Bank	18.05.2020
Copy of RWA lease	20.5.2020
Email re transporting patients to surgery	21.05.2020
Brown and Co valuation fees	21.05.2020
Email from Norfolk Police re. Councillors' emails scam	22.05.2020
Email from Gary Whiting re Rockland Surgery	27.05.2020
Email re. paperbank	27.05.2020
Email from Village Caretaker re. cutting back overgrown branches at 30 mph signs (TO BE DISCUSSED AT MEETING)	27.05.2020
Email re. New Flood Risk SPD adopted.	28.05.2020
Email from County Councillor Barry Stone re footpath responsibilities	02.06.2020
Email from Rockland First Responder	04.06.2020
Email re playground inspection	04.06.2020
Planning application 20200946 43 The Street RSM	05.06.2020
Email from WI	05.06.2020
Email from Savills	09.06.2020
Email from Clerk re. telephone conversation with resident regarding peacock (TO BE DISCUSSED AT MEETING)	10.06.2020

- 1) Councillors felt it was the responsibility of the Highways Department to cut back any overhanging branches encroaching on to the 30 mph repeater signs but wished to thank the Village Caretaker for undertaking the remedial work so swiftly. It was agreed this work should be undertaken by the Village Caretaker on an ad hoc basis but primarily for the work to be done by Highways.

AGREED AND NOTED

- 2) Two parishioners who had logged onto the meeting informed Councillors of the disturbance and disruption caused by a straying peacock in Rockland St Mary. One of the residents said there was legislation relating to the keeping of peacocks. District Councils' Environmental Departments had a statutory duty to investigate complaints about excessive noise including those of peacocks. It was agreed that the resident would forward to the Clerk the relevant information he had regarding this legislation.
It was further agreed the Clerk would contact the owner about the situation and asking the owner to take the relevant action to capture the bird and keep it in a safe environment.

AGREED AND NOTED

17.995. Reports from Councillors on their areas of responsibility: -

17.995.1 Black Horse Dyke Car Park - The Clerk had been informed by MW White that the company would be making a bank transfer to pay for the cost of the repair to the damage to the fence caused by them. Councillor N Green thought that further damage had happened to the fence recently and Councillor Hayward will look into this.

NOTED

17.995.2 Footpath report - Councillor Francis said the footpaths were becoming overgrown and not easily passable at Hellington. ***He would provide the Clerk with the necessary reference numbers of the footpaths to enable her to contact the landowners asking them to address the situation.***

AGREED AND NOTED

17.995.3 Rockland St Mary School – Councillor E Green reported that Reception and Years 1 and 6 had returned to school and, although challenging for the teachers in trying to keep enthusiastic children social distancing, all was going well.

NOTED

17.995.4 Green Lane Playing Field – Councillor N Green had circulated to Councillors the most recent update regarding the new play equipment with the 13th July 2020 being pencilled in for installation. South Norfolk would be releasing the money directly to the suppliers EPS and not to the Parish Council. This sum had previously been incorporated in the budget for 20/21 and will therefore have to be amended at the budget revision in September. The balance outstanding between the grant of £21,865 and the final total of the project £24,699 is £2,834. Councillor N Green mentioned the purchasing of new goal nets and will investigate the sizing of these. Councillor N Green will supply the contact details of the firm installing the new equipment to the Clerk to enable her to send the company the Parish Council's Health and Safety Policy. The Clerk would also ask the company for their risk assessment to carry out the installation work and their Health and Safety Policy.

AGREED AND NOTED

17.995.5 Speedwatch – An email had been received from Norfolk Constabulary informing speedwatch teams that they were waiting to hear from the Central Co-ordinator to establish if speedwatch sessions could commence with social distancing in place.

NOTED

17.995.6 Climate Emergency – Councillor McCormick said that, in light of the current COVID 19 situation, no further progress had been made.

NOTED

Items for the July meeting:-

The Clerk to report on progress made with collating evidence to establish the registration or otherwise of land owned by the Council.

There being no further business the Chair declared the meeting closed.

The meeting closed at 9.10 p.m.

Next planned meeting – Wednesday 8th July 2020.

Monica Armstrong
Parish Clerk

Signed as a correct record on the

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