



Meeting of Rockland St Mary with Hellington Parish Council held on Tuesday 10th November 2020 This meeting was conducted using the Zoom online facility

Public Participation Session

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

County Councillor's Report

County Councillor Barry Stone outlined his recent report on Digital Connectivity, a Government initiative which called on local councils to help ensure people can access better broadband and mobile connectivity. The Clerk had circulated this to all Councillors.

Councillor Stone reported that he had looked into vehicular restrictions for School Lane and confirmed that, apart from the cul-de-sac sign that was already in place, there was no other appropriate nationally-approved signage for this road.

Links for information:

For a copy of the County Councillor's report on Digital Connectivity, visit the Parish Council website www.rocklandstmarywithhellington-pc.gov.uk

District Councillor's Report

District Councillor Vic Thomson had submitted his report which the Clerk had circulated to all Councillors. He first spoke of Government grants that were being made available for those who had had to close premises due to the lockdown, and noted that grants for the self-employed were to be available soon.

Councillor Thomson mentioned the South Norfolk Council Help Hub, available seven days per week, which offers services and support via a "Community Connector" who covers the local area. He also spoke of funds being made available to Norfolk County Council which they have placed within the Norfolk Assistance Scheme, to assist with a number of initiatives including the provision of food for people who are facing difficulties. Please see the links below for further information.

Ward grant money is still available, and Councillor Thomson urged any eligible community group that might benefit from this to contact him as soon as possible.

Those eligible for the flu vaccine were reminded to have it as soon as possible. Information on eligibility for the free flu vaccine can be found using the link below and also via the Parish Council website.

Finally, Councillor Thomson reiterated the need to stay safe and protect one another during these times. Despite being in an area reporting a relatively low number of Covid cases, the need remains to follow guidelines in order to prevent the spread. A link to the NHS app for checking Covid cases is provided below.

Links for information:

South Norfolk Help Hub <https://www.south-norfolk.gov.uk/residents/south-norfolk-help-hub>

Community Connectors <https://www.south-norfolk.gov.uk/residents/communities/community-connectors>

Norfolk Assistance Scheme <https://www.norfolk.gov.uk/care-support-and-health/support-for-living-independently/money-and-benefits/norfolk-assistance-scheme>

Flu information <https://www.nhs.uk/conditions/flu/>
NHS Covid App <https://www.nhs.uk/using-the-nhs/nhs-services/the-nhs-app/>
For a full copy of the District Councillor's report, visit the Parish Council website
www.rocklandstmarywithhellington-pc.gov.uk

MINUTES

Present: Cllrs Kate Bevington (Chair), Catherine McCormick, Nikki Green, Paul Francis, Mike Hayward, Ernie Green and Jo Norris. Vanessa Sewell attended as Clerk. There was no attendance from members of the public.

18.036 Apologies for absence

There were no apologies for absence.

NOTED.

18.037 Declarations of interest

There were no declarations of interest.

NOTED.

18.038 Minutes

Minutes of the meeting held on 14th October 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.

18.039 Matters Arising

18.039.1 Rockland Wildfowlers Association Lease – the surveyor from Savills would meet with Councillor Bevington and Seb Shelton of the Poors Trust on 12th November for a site visit.

NOTED.

18.039.2 Resiting of panel of fencing at Green Lane – Councillor Hayward reported that this work had been completed.

NOTED.

18.039.3 Verge on The Street opposite Post Office – Gary Overland of the Highways Department had confirmed that improvement work would go ahead at no cost to the Parish Council. A short section of the existing slabs would need to be re-laid to adjust the levels. It was hoped that this work would be carried out in the coming weeks. ***It was agreed that the Clerk would contact the owner of the affected property to request confirmation that they are happy for this work to go ahead.***

AGREED AND NOTED.

18.039.4 Bus shelter application – Gary Overland had confirmed that Highways had no objection to the installation of a bus shelter on The Street; however there seemed to be a discrepancy as to where Mr Overland thought the bus shelter would be sited. ***It was agreed that the Clerk would request a site meeting with Mr Overland and Councillors Green and Hayward, to confirm the location.***

AGREED AND NOTED.

18.039.5 Installation of gateway signs on The Street – these had been ordered but further delays had been experienced due to staff shortages. It was hoped that they would be installed early in the New Year.

NOTED.

18.039.6 Sign from Hellington entering Rockland – the contractor, Norse, had apologised for the delay in ordering the sign but it was hoped that it would be in place before Christmas.

NOTED.

18.039.7 New Inn Hill “Slow” signs on road – Gary Overland reported that it was hoped these would be in place before Christmas.

NOTED.

18.039.8 Salt for salt bin in Hellington – Councillor Francis confirmed that this had been filled.

NOTED.

18.039.9 SAM 2 post near Broadfield Way – ***it was agreed that the Clerk would send a photograph of the damaged post to Gary Overland and request that Highways arrange for it to be replaced.***

AGREED AND NOTED.

18.039.10 Dog fouling notices – District Councillor Thomson had indicated that additional signage could be funded using his Ward Grant if it is purchased by an eligible group other than the Parish Council. The Clerk had enquired of the Parish Room Committee as to their willingness to purchase the signs on behalf of the Parish Council, upon which they would receive a refund from the Ward Grant. ***The Clerk would await a response from the Parish Room Committee.***

AGREED AND NOTED.

18.039.11 Parish Council website review – ***it was agreed that the Clerk would continue to streamline and update the website content.***

AGREED AND NOTED.

18.039.12 Separation of accounts for Council and CIL money – the Clerk had provided Councillors with a spreadsheet showing the current balance of accounts for Council, CIL and S106 money. ***It was agreed that the Clerk would provide this information to Councillors prior to each Parish Council meeting.***

AGREED AND NOTED.

18.039.13 Staithe Car Park pothole repairs – Councillor Hayward noted that the big increase in visitors to the Staithe had had a significant impact on the condition of the car park. It was agreed that the car park should be closed for a day to enable repairs to be carried out. ***Councillor Hayward would liaise with the Village Caretaker to identify a suitable date for repairs and would install signage to advise visitors of the closure.***

AGREED AND NOTED.

18.039.14 Updated asset register – Councillors E Green and Hayward would provide the Clerk with a list of playground items that had been removed. ***The Clerk would update the asset register.***

AGREED AND NOTED.

18.039.15 Climate Emergency group – members of the group had responded to the Clerk's request that Councillor McCormick is kept up-to-date with the group's meetings and any other information. Councillor McCormick looked forward to being invited to the group's next meeting, and to reporting back to the Parish Council on matters discussed. It was further discussed that the Parish Council website could feature a page showing links to recycling information and initiatives. ***It was agreed that Councillor McCormick would put this together and send to the Clerk for publication.***

AGREED AND NOTED.

18.039.16 Installation of bench at Hellington – due to inclement weather this had not yet been installed. ***Councillor Francis intended to carry out the work as soon as possible.***

AGREED AND NOTED.

18.039.17 School Lane safety issues – Councillor E Green had contacted Norfolk Police to enquire about the availability of a School's Allocated Police Officer to assist with the problem of parents parking inappropriately or driving too fast along School Lane. ***He would report back at the next meeting if a response had been received.***

AGREED AND NOTED.

18.040 Planning matters

18.040.1 New applications

2020/1975 19 The Street, Rockland St Mary, NR14 7ER

Proposal: Erection of side extension

Application Type: Householder

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

NOTED.

18.040.2 Decisions

No decisions had been received.

NOTED.

18.041 Financial matters

18.041.1 Orders for payment – there were nine orders for payment: Clerk's salary and expenses £371.77; Village caretaker £256.60; Installation of equipment at Green Lane Playing Field (EPS) £630; Councillor Bevington for monthly subscription of the Zoom Pro facility to hold online Parish Council meetings; Councillor Francis bench and cement for Hellington £249.45; Councillor Hayward reflectors for posts at Staithe car park £24.68; Councillor Induction Training for Councillor Norris (Norfolk Parish Training & Support) £40; Removal and re-installation of fencing at Green Lane (Norfolk Prestige Fencing) £354; Supply and install signage and Green Lane, supply signage

for Black Horse Dyke (Lamb's Signs Ltd) £307.20. On the proposal of Councillor N Green, seconded by Councillor Norris, these payments were approved.

AGREED AND NOTED.

18.041.2 Current balance of accounts – the current balance at the bank was £33,809.28.

NOTED.

18.042 Reinstatement of prescription collection and delivery service during lockdown

It was agreed that, since Rockland Surgery was now open for prescriptions, this service was not required. However, any parishioners experiencing difficulty with the collection of prescriptions should contact Councillor McCormick (details on the Parish Council website).

AGREED AND NOTED.

18.043 Review of Councillors' areas of responsibility

The Chair asked Councillors if they were happy to continue with their current areas of responsibility or if they wished to make any changes. All Councillors agreed that they wished to continue with their current areas which, for information, are listed below:

Green Lane Playing Field – Councillor N Green

Footpaths – Councillor Bevington

Black Horse Dyke and Staithe Car Park – Councillor Hayward

SAM2 Data – Councillor Hayward

Climate change – Councillor McCormick

Rockland St Mary Primary School – Councillor E Green

Defibrillators – Councillor Hayward

Health & Safety – Councillor Hayward

Hellington – Councillor Francis

AGREED AND NOTED.

18.044 Use of abandoned boat for village flower display

A boat had been fly-tipped in the Staithe carpark. Councillors had considered whether this could be planted up and used as a flower display in the village. However, on discussion it was agreed that as the boat was in a very poor state of repair and was made of fibre glass it would not be an attractive feature. ***The Clerk would contact District Councillor Thomson for advice on how to dispose of the boat.***

AGREED AND NOTED.

18.045 Correspondence

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

18.045.2 Correspondence circulated prior to the meeting – listed below.

Draft minutes of the Parish Council meeting held on 14.10.20	22.10.20
Email re change of date for November and December Parish Council meetings	22.10.20
Email from Norfolk ALC Wellbeing re invitation to Place Making Webinar	23.10.20
Email from Vic Thomson with information relating to the Ward Grant	23.10.20
Email from parishioner re parking on The Street at school drop-off and pick-up times	23.10.20
Notice of planning application submitted - 19 The Street, Rockland St Mary (via email)	23.10.20
Email from Vic Thomson with information relating to the safe use of boats	23.10.20
Email from Norfolk County Council re Budget Consultation for 2021/22	27.10.20
Email from Norfolk Police re Government guidance for Remembrance Services amid Covid-19	03.11.20
Email from South Norfolk Council re proposed Public Space Protection Order (dog fouling)	03.11.20
Note from resident re overgrown hedges and trees at 86 & 88 The Street (via email)	03.11.20
Email and information from Norfolk ALC Wellbeing - Flu Toolkit (via email)	03.11.20

The Chair requested that the proposed Public Space Protection order from South Norfolk Council regarding dog fouling is published on the Parish Council website. ***The Clerk would publish the document on the website.***

AGREED AND NOTED.

18.046 Reports from Councillors on their areas of responsibility

18.046.1 Black Horse Dyke Car Park - Councillor Hayward reported that the "No Overnight Parking" signs had been installed.

NOTED.

18.046.2 Footpath report – Councillor Bevington had nothing to report.

NOTED.

18.046.3 Rockland St. Mary School – Councillor E Green reported that the school continued to perform very well, with no immediate problems.

NOTED.

18.046.4 Green Lane Playing Field – the playing field had successfully re-opened in time for half-term, and the Council had received a good deal of positive feedback on the new equipment. Councillor N Green reported that, unfortunately, some of the plastic bird-deterrent spikes had already been deliberately broken off the top of one set of swings. In addition, the tyres concreted into the ground would need to be removed as soon as possible as they contained exposed metal. She had consulted EPS, who had carried out most of the recent work at the playing field, on the most effective way to remove the tyres. EPS had offered to grind the metal to the ground, cover with soil and remove the 47 tyres for a very reasonable price of £515+VAT. Given the urgency of this matter and the efficiency and professionalism EPS had shown throughout this project, the Chair proposed that the Council should commission EPS to carry out the work. This was seconded by Councillor E Green. ***Councillor N Green would also ask EPS to remove two additional fly-tipped tyres as part of their quote.*** Councillor N Green further reported that she had explored alternative options to create a barrier to stop people driving onto the field. An option was to create a mound over the sleepers in the car park. Where the slide had been removed it was suggested that the slope be planted with trees. ***It was agreed that the Clerk would contact District Councillor Vic Thomson to ask about available "green" grants, and also consult the Tree Warden, Michael Brett.*** Wheatfen in Surlingham might provide some saplings for this purpose, and ***Councillor McCormick would contact them to ask if this was possible. She would also speak to the Climate Emergency group about this project once the amount of funding available had been ascertained.*** Finally, Councillor N Green reported that she had found some rot below ground level on one of the legs of the baby swing, which she would monitor.

AGREED AND NOTED.

Items for the November meeting

Low Common, Hellington – Councillor Francis reported that the road was becoming increasingly muddy, and following recent flooding there was nowhere for the surface water to go – at times, the water was up to 10 inches in depth. It was proposed that Gary Overland of the Highways Department should view this road on his next site visit. ***The Clerk would contact him to arrange.***

There being no further business the Chair declared the meeting closed at 9.25 pm.

Next planned meeting – *Tuesday 8th December 2020

****Note change of date***

Vanessa Sewell
Parish Clerk

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

Date