



**Meeting of Rockland St Mary with Hellington Parish Council
held on Tuesday 8th December 2020
This meeting was conducted using the Zoom online facility**

Public Participation Session

There was no public participation at this stage of the meeting. Nigel Dunthorne and John Hale from the Rockland Wildfowlers Association logged in throughout the whole meeting.

County Councillor's Report

County Councillor Barry Stone had received an invitation to attend the meeting but had not sent his apologies or provided a report.

MINUTES

Present: Cllrs Kate Bevington (Chair), Catherine McCormick, Nikki Stone, Paul Francis, Mike Hayward, Ernie Green and Jo Norris. Vanessa Sewell attended as Clerk.

18.047 Apologies for absence

There were no apologies for absence.

NOTED.

18.048 Declarations of interest

There were no declarations of interest.

NOTED.

18.049 Minutes

Minutes of the meeting held on 10th November 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.

18.050 Matters Arising

18.050.1 Rockland Wildfowlers Association Lease – the Chair met with the surveyor from Savills on 12th November for a site visit. ***It was agreed that the Clerk would ask Savills when the Parish Council could expect their valuation.***

AGREED AND NOTED.

18.050.2 Improvement work to verge on The Street opposite Post Office – this work had been completed.

NOTED.

18.050.3 Application for bus shelter on The Street – confirmation of approval of the siting of the bus shelter was still awaited from the Highways Department. ***It was agreed that the Clerk would contact Gary Overland of the Highways Department to ask if he was now able to visit the site and provide confirmation of approval.***

AGREED AND NOTED.

18.050.4 Installation of road sign from Hellington entering Rockland – a new sign was now in place.

NOTED.

18.050.5 Replacement of damaged SAM2 post near Broadfield Way – a response from the Highways Department was awaited. ***It was agreed that the Clerk would follow this up.***

AGREED AND NOTED.

18.050.6 Dog fouling notices – the Parish Room Committee had been approached to ask if they were willing to purchase additional signage on the Parish Council's behalf and then be reimbursed from the District Councillor's Ward Grant. The Committee replied that they did not see that this was relevant to them and declined. Councillor Stone reiterated the areas of concern with dog fouling as being the top of Surlingham Lane, mid-way along The Street, and the top of School Lane. ***It was agreed that the Clerk would purchase additional signs on the Council's behalf.***

AGREED AND NOTED.

18.050.7 Parish Council website review – the Clerk had tidied up the website to make it clearer and easier to navigate and was thanked by the Chair for her work on this.

NOTED.

18.050.8 Staithe car park pothole repairs – Councillor Hayward reported that the majority of the area had been repaired, with one area still to be done.

NOTED.

18.050.9 Updated asset register – Councillors Hayward and Stone had assisted in providing an up-to-date list of items at Green Lane Playing Field. ***The Clerk would update the asset register using this information.***

AGREED AND NOTED.

18.050.10 Climate emergency matters: information for website – ***Councillor McCormick would send this to the Clerk ahead of the next Parish Council meeting.***

AGREED AND NOTED.

18.050.11 Installation of new bench at Hellington – Councillor Francis had installed the new bench and the Chair thanked him for his work on this.

NOTED.

18.050.12 School Lane safety issues: response from Norfolk Police – it was noted that a Police Community Support Officer had been present on School Lane that morning. ***It was agreed that Councillor Green would contact the Police to say that this initiative was very useful and suggest that regular visits take place twice per week.***

AGREED AND NOTED.

18.050.13 Disposal of abandoned boat – completed.

NOTED.

18.050.14 Green Lane Playing Field: removal of tyres – completed.

NOTED.

18.051 Planning matters

18.051.1 New applications

There were no new applications.

NOTED.

18.051.2 Decisions

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

Proposal: Erection of side extension

Decision: Approval with conditions

Delegated Date of decision: 24 November 2020

NOTED.

18.052 Financial matters

18.052.1 Orders for payment – there were seven orders for payment: Clerk's salary and expenses £358.66; Village caretaker £229.57; Kate Bevington Zoom Pro monthly subscription for meetings £14.39; South Norfolk Council Dog Bin annual charge £1229.28; Norfolk Parish Training & Support Clerk training (induction and budgeting) £84; Eastern Play Services Ltd removal of tyres (Green Lane) and abandoned boat £618; ICO Annual Data Protection fee £40. On the proposal of Councillor McCormick, seconded by Councillor Norris, six of these seven payments were approved, the exception being the South Norfolk Council Dog Bin annual charge which the Clerk was asked to query given that the amount charged seemed excessive and not in line with previous payments. ***It was agreed that the Clerk would query this charge with South Norfolk Council before payment is made.***

AGREED AND NOTED.

18.052.2 Current balance of accounts – the Clerk could not report on this as the monthly bank statement had not yet been received from the bank.

NOTED.

18.053 Flooding on Low Common, Hellington

The Clerk had provided Gary Overland of the Highways Department with photographs of the flooded parts of the lane and he had advised that he would look at the site when he was next in the area. Councillor Francis reported that the flooding was excessive and was concerned that, if Mr Overland did not visit when the flooding is at its worst, he would not gain a true picture of the extent of the problem. ***It was agreed that the Clerk would request that Mr Overland visits the site as soon as possible.***

AGREED AND NOTED.

18.054 Rockland Wildfowlers Association – installation of mallard nesting tubes

As part of their conservation work, Rockland Wildfowlers Association had requested permission from the Parish Council to install two or three mallard nesting tubes close to the reeds on the south water and possibly the central reedbed next to the navigation channel to the short dyke. John Hale and Nigel Dunthorne explained that mallard nesting tubes had a higher chance of incubation success on the open water as opposed to being installed close to trees and woodland where they are at risk of aerial predators dropping into the tubes. They proposed installing the tubes in January 2021. They further explained that mallards are in decline, probably due to the proliferation of mink and otter.

The Chair proposed the approval of installation of nesting tubes in order to help increase mallard numbers in the area. Five councillors voted in favour of the motion and two abstained.

The motion was therefore passed, and the Clerk would write to the Rockland Wildfowlers Association to confirm this. John Hale and Nigel Dunthorne would report on progress at the next Rockland Broad Management Committee meeting, to be held on 3rd March 2021.

AGREED AND NOTED.

District Councillor's Report

District Councillor Vic Thomson joined the meeting. He had submitted his report which the Clerk had circulated to all Councillors and this was referred to throughout the meeting. He first spoke of the importance of getting the flu jab if it is offered.

District Councillor Thomson emphasised the importance of supporting local businesses and provided details of a new website which had been set up for traders at the Norwich Market, allowing customers to browse a large selection of stalls online and have their products delivered or available for click & collect. He reported that grants continued to be made available to those businesses registered for business rates that were prevented from opening during the recent lockdown. In addition, retail opening hours were to be extended over the Christmas period, following a ministerial decision. Therefore, from 2nd December the Council's planning enforcement function had relaxed local restrictions to enable retail opening hours to be extended across Broadland and South Norfolk for this period.

A number of Covid Support Advisors had been employed by the Council to work in the community, providing support and advice and encouraging the correct behaviours in order to manage the spread of the virus.

District Councillor Thomson further reported that a new recycling centre at Harford Bridge was due to be in operation before the end of 2021. He also mentioned that Norfolk County Council had put in place an initiative to plant one million trees, which might be of interest to the Parish Council for the proposed tree-planting at Green Lane Playing Field. He would provide details once these were available.

Councillor Bevington asked for a progress update on the Greater Norwich Plan. District Councillor Thomson explained that the Council was aiming to complete the next stage of the process (Regulation 19) before the deadline of January 2021 and that it was hoped that the finished plan would be adopted by the end of 2021.

Finally, District Councillor Thomson confirmed that he would advise the Parish Council of the proposed date for the rollout of Covid-19 immunisation in this area once this had been confirmed.

Links for information:

Norwich Market <https://norwichmarket.net/>

Business support grants <https://www.south-norfolk.gov.uk/coronavirus-information/support-businesses/business-support-grants>

Flu information <https://www.nhs.uk/conditions/flu/>

Coronavirus help and advice <https://www.south-norfolk.gov.uk/coronavirus-information>

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

18.055 Green Lane Playing Field – tree planting scheme

Councillor McCormick had contacted Rose Hoare of the Wheatfen Forest School to ask for advice on the type of tree planting that would be best suited to the area. Rose had provided her recommendations and these had been shared with councillors. There was a discussion as to whether bushes or trees would be better suited to the sloped area, in terms of durability. It was suggested that planting larger saplings would provide a greater chance of the trees surviving but it was recognised that funding might only be available for small ones. Councillor Norris offered to take soil samples from the area and analyse these so that the right type of trees for planting could be identified. The continuation of the meadow development was supported. ***Councillor McCormick would ask Rose to identify the exact area for this along with the tree planting on her plan. Councillor Stone would send an aerial map of the area to Councillor McCormick to allow her to work on the possible plan with Rose.***

AGREED AND NOTED.

18.056 Correspondence

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

18.056.2 Correspondence circulated prior to the meeting – listed below.

Email from Norfolk ALC Wellbeing re CO2e Emissions & Save Money	
Webinar/Workshop with GIKI	05.11.20
District Councillor's report (via email)	08.11.20
Email re re-emergence of peacock on Surlingham Lane and meeting attendance of resident of Bee Orchid Way	09.11.20
Digital Connectivity report from County Councillor Barry Stone (via email)	10.11.20
Email from Highways confirming replacement of Rockland/Hellington sign on 12 November	13.11.20
Draft minutes of the Parish Council meeting held on 10 November (via email)	14.11.20
Email from Norfolk ALC Wellbeing re new Covid-19 restrictions from 5 November	14.11.20
Email re drone filming on Rockland Broad for private crowd-funded project	17.11.20
Email re payment of ICO Data Protection fee out of scope for meeting approval	17.11.20
Email re amount of trees required for proposed planting at Green Lane Playing field	17.11.20
Email re proposed installation of paddle board station at Rockland Staithe	18.11.20
Email from Broads Authority re Recruitment of new Independent Person	18.11.20
Email re progress on work to be carried out by Highways	27.11.20
Email from County Councillor Barry Stone containing latest Covid-19 information	27.11.20
Email from South Norfolk Council re planning	27.11.20

training sessions for Parish and Town Council representatives	
Email from District Councillor Vic Thomson re potential opportunity for tree planting scheme	27.11.20
Email from Rockland Wildfowlers Association re proposal to install mallard nesting tubes	28.11.20
Email from Norfolk ALC Wellbeing re invitation to Q&A session with the Police & Crim Commissioner	30.11.20
Email from Norfolk ALC Wellbeing re Tips to Save Waste at Christmas and invitation to webinar Community Waste and Recycling, and Future Waste Developments	30.11.20
Broads Briefing from Broads Authority (via email)	30.11.20
Email from Norfolk ALC Wellbeing re invitation to The Norfolk Independent Advisory Group (IAG) AGM and Q&A Session	30.11.20

Councillor Bevington reported that a request to install a paddle board station at Rockland Staithe had been passed to the Poor's Trust as owners of the Staithe, and that discussions were taking place with the Broads Authority.

NOTED.

18.057 Reports from councillors on their areas of responsibility

18.057.1 Black Horse Dyke Car Park - Councillor Hayward reported that the remaining fence panels had now been installed. He further reported that the paper bank was full and asked ***the Clerk to contact Whites to have it emptied. The Clerk was also asked to contact the Salvation Army to find out when the clothes bank would reopen.***

AGREED AND NOTED.

18.057.2 Footpath report – Councillor Bevington reported that the ivy hedge along New Inn Hill had been cut back and asked ***the Clerk to write to the owner to thank them for doing this.***

AGREED AND NOTED.

18.057.3 Rockland St. Mary School – Councillor Green reported that Surlingham Primary School had recently closed due to a Covid case and it would not reopen until January 2021. Checks had been carried out to limit the risk of cross-contamination, and Government guidelines were being strictly followed in terms of isolation.

NOTED.

18.057.4 Green Lane Playing Field – Councillor Stone had sourced CCTV equipment which it was hoped would prevent people fly-tipping in that area. Councillor Hayward had created a check sheet record for weekly visual inspections of the play equipment. Prior to the meeting, he had also circulated ROSPA (Royal Society for the Prevention of Accidents) guidelines on dogs in play areas, and noted ROSPA's warning that "Dogs on children's playgrounds represent a major health and injury hazard". There was concern that some dog owners were not clearing up after their dogs and that this represented a risk to children playing in the area. However, it was also recognised that parishioners use the area to exercise their dogs. The Chair presented councillors with two options: that the play area remains open to dogs on a lead, or that all dogs are banned from Green Lane Playing Field. Four councillors voted for all dogs to be banned from Green Lane Playing field and three abstained. The motion to ban all dogs from Green Lane Playing Field was therefore carried. ***Councillor Stone would design the relevant signage for this and send to councillors for approval.***

AGREED AND NOTED.

Items for the January meeting – suggestions for Climate Change actions: Councillor McCormick
There being no further business the Chair declared the meeting closed at 9.30 pm.

Next planned meeting – Wednesday 13th January 2021

Vanessa Sewell
Parish Clerk

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

Date