Acle Parish Council

Meeting Date: Monday, 29th June 2020
Venue: Online Meeting
Time: 7.00 p.m.

Following the introduction of new legislation, (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020), which took effect on 4th April 2020, this Parish Council meeting was a virtual meeting, held online. This legislation may remain in place until 7th May 2021.

**PRESENT:**
Chair: Angela Bishop
Vice-Chair: Jamie Pizey
Councillors: Sally Aldridge, Jackie Clover, Barry Coveley, Tony Hemmingway, Hannah Jackson, Wendy Kenny, Richard Powell and Anna Wade.

Also Parish Clerk, Pauline James.

Acle Parish Council Chair, Angela Bishop, read a tribute to parish councillor Brian Grint, who died suddenly on 24th June. This was followed by a minute’s silence.

There were eight members of the public present. Matters raised included a footway for Leffins Lane and a grant for the Recreation Centre.

Broadland District Councillor Lana Hempsall gave a report: BDC is working to support low-income families with council tax reductions. Lana was asked about BDC’s policy for the homeless and rough sleepers once their accommodation during the Covid-19 lockdown is no longer available, and offered to send on the information to the parish councillors..

Norfolk County Councillor Brian Iles gave a report: a large deficit is expected for the current year at Norfolk County Council. Some funding has been given by the Government but it is not known if it will be enough to fund all of the loss. A resident asked Brian about grants for new businesses. Brian was also asked to find out if it might be possible to install a pedestrian crossing on Old Road at the pathway from Springfield.

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| **1** | **APOLOGIES** Jayne Greenacre |
| **2** | **DECLARATIONS OF INTEREST**Barry Coveley and Jamie Pizey reminded the meeting that they are both trustees of Acle Recreation Centre. Anna Wade was reimbursed for costs between meetings. |
| **3** | **MINUTES**The minutes of the meeting of 18th May, 1st and 8th June 2020 were agreed to be correct, and will be signed by Angela Bishop as Chair of the Parish Council, at a later date.  |
| **4** | **CLERK’S REPORT** |
| 4.1 | The clerk had circulated a report to all the councillors in advance of the meeting and posted it on the website. The contents of the report were noted. |
| 4.2 | **Former Barclays building** – the documents have been signed in preparation for Barclays’ surrender of the lease. Various reports on the building have been supplied by Barclays, (such as electrical, asbestos and fire alarms,) but were mostly out-of-date. The clerk is awaiting confirmation that all keys will be provided. |
| 4.3 | The clerk had circulated a quote for various searches, ahead of the Council purchasing land for a new **cemetery**. It was agreed that, while most were unlikely to be very useful, it was important to be certain that the land was suitable so all the proposed searches will be done. |
| 4.4 | **Acle Foodbank and Resilience**: Angela Bishop had circulated a report on the support given to local residents. Sally Aldridge is now helping out with the Acle Foodbank. Twenty families in total have been assisted via the Foodbank, it is now twelve. Angela has had regular meetings with officers at Broadland District Council.  |
| 4.5 | **Shop Local – Shop Acle:**Three banners were purchased and some smaller ones will be put up shortly.BDC has offered to consider funding for ten market stalls to enable the farmers’ market to start up again, probably at the Recreation Centre car park. The councillors were very supportive of this idea. BDC will also fix five hand sanitiser stations in the village. Mick Ward will check and re-fill as necessary. There will also be some pavement stickers reminding people to keep their distance from each other. The councillors noted that the public toilets and the three Parish Council play areas would be re-opened on Saturday.Many local businesses have been added to the Visit Acle website Business Listing. A paper copy will be delivered to all Acle homes. |
| 4.6 | **Pathway from Oaks Lea to Old Road:** Residents have expressed concern at the speed of some drivers turning into Old Road from A1064. The clerk was asked to request some additional signage to warn drivers that people may be crossing. |
| 4.7 | It was agreed to purchase a mobile Speed Awareness Messaging unit (**SAM2)** for £3,500, to include extra brackets. Several sites have been approved by NCC Highways. Jamie Pizey has offered to move the device around the village every few weeks. The clerk will sign the Memorandum of Understanding on behalf of the Parish Council.  |
| 4.8 | NCC is now in a position to carry out the formal public consultation on the proposed **parking restrictions** in the village. |
| 4.9 | **Leffins Lane** – the clerk reported that an email had been received from a prospective buyer of a house on the new site who is anxious about the management company which will manage the open spaces, streetlighting and underground water management. Crocus say it is a resident-run management company so residents will have some say in how it manages the site and the charges it levies. This was noted. |
| 5 | **CORESPONDENCE**An email from a resident, dated 26th April 2020, expressing concern about the way the Parish Council-appointed trustees for the Recreation Centre had been appointed, was read out, together with the clerk’s emailed reply dated 1st May 2020, which set out the voting process that had been employed.  |
| **6** | **PLANNING** |
| **6.1** | **Land north of Norwich Road (20191215)** – reserved matters application following grant of outline planning 20172189 – approved subject to several conditions. |
| **7** | **FINANCE**The finance report had been circulated to all councillors in advance of the meeting and posted on the website: |
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| **Receipts:** |  |  £ |
| BDC | Refund council tax re 44 The Street | 20.25 |
| 44 The Street | Rent for one month | 600.00 |
| Barclays | Rent in advance | 6,375.00 |
| Various | Funerals and memorials | 1,710.00 |
| Various | Donations for foodbank | 515.00 |
| BDC | Money for managing public toilets | 7,961.80 |
| Lloyds Inv A/c | Interest | 8.12 |
| Government Stocks | Interest | 118.29 |
| **Payments made:** |  |  |
| Leonard Cheshire  | Donation | 40.00 |
| Age UK | Donation | 40.00 |
| Scotty’s Little Soldiers | Donation | 40.00 |
| Anna Wade | Dog poo bags | 44.59 |
| Mills & Reeve | Legal fees re Barclays Bank | 3,074.40 |
| Nfk ALC | Training fee | 54.00 |
| Secker & Sons | Maintenance contract re Fletcher Room | 166.06 |
| Siemens | Copier rental | 205.26 |
| SWALEC | Electricity for streetlights | 668.90 |
| Wave | Water charges at cemetery | 4.38 |
| Wave | Water charges at public toilets | 535.07 |
| **Online payments:** |  |  |
| Employment costs |  | 4,475.45 |
| Street Solutions | New bins | 1,240.69 |
| Sharp | Copying | 2.19 |
| Hugh Crane Cleaning | Consumables | 62.85 |
| Justin Nudd | Maintenance at Barclays site | 65.00 |
| Brown & Co | Professional fees re Barclays lease | 4,764.29 |
| T T Jones | Repairs to streetlights | 507.02 |
|  | Clean and change | 1,457.60 |
|  | Testing | 522.90 |
| Martin Pitchers | Work at cemetery | 157.50 |
| Tudor Printing | Banners | 108.00 |
| Garden Guardian | Grasscutting | 1535.41 |
| **Balance c/f 29.06.20** |  | 371,853.78 |
| **Balances in Savings:** |  |  |
| Government Stocks |  | 138,769.00 |
| BDC | Parish investment scheme | 250,504.15 |
| Cambridge B/Soc | Instant access | 91,507.72 |
| Lloyds Bank | 32-day notice | 102,151.92 |
| Nationwide B/Soc | 45-day saver | 91,219.69 |
| Total monies |  | 1,046,006.20 |
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| Loan  | Strumpshaw Parish Council | 21,000.00 |
| Loan | Acle Recreation Centre | 15,000.00 |
|  |  | 1,082,006.20 |

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|  | Outstanding commitments: Parking amendments and purchase of land for cemetery. Wendy Kenny had checked the May online payments, and payments made between meetings, to the bank statements and the clerk’s bank reconciliation, dated 11th June 2020.Angela Bishop and Jamie Pizey had checked the proposed June online payments to invoices.The clerk presented the actual v budget report for the 3 months to June 2020.The payments were authorised for payment. |
| **8** | **GRANT GIVING POLICY**The draft Policy was agreed and adopted and will be put on the Council’s website. |
| **9** | **RECREATION CENTRE and SOCIAL CLUB – applications for grants**Trustee Barry Brooks explained the request for cleaning equipment and materials to enable the Recreation Centre to re-open, within Government guidelines, totalling £4,321. It was agreed to purchase the fogging machine so that it might be lent out to other local clubs and businesses. The other items will be donated to the Recreation Centre.Barry Coveley spoke about items need to enable the Social Club to re-open, totalling £1,074. There was some discussion about trying to reduce single-use plastics while maximising safety to staff and members. Only Club members will be permitted to enter the room.Trustee Simon Darter updated the Council on applications for grants to support clubs re-opening. The councillors were very keen to support local clubs and societies and asked that each club should approach the Council to explain what they needed, using the new Grant Awarding Policy. |
| **10** | **BEE-FRIENDLY PLANTING, LITTER AND LITTER BINS*** It was noted that different plants need to be included so as to feed pollinators at different times of the year. Some spring flowering bulbs will be planted to support insects in early Spring
* Planting will be done at the new cemetery to use the site until the land is needed for burials
* Jackie Clover and Wendy Kenny offered to plant up the new planted on The Green
* The clerk will apply for permission to have new bins in New Road
* It was noted that there has been a lot of litter at the Cemetery car park. This will be monitored and an additional bin will be purchased if appropriate
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| **11** | **ITEMS FOR THE NEXT AGENDA*** An update on the Herondale site, if available
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There being no further business, the meeting was closed at 9.15 pm.

Signed:………………………………. Dated:……………………………………
 Chair