Acle Parish Council

Meeting Date: Monday, 27th July 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, Jayne Greenacre, Tony Hemmingway, Hannah Jackson, Wendy Kenny, Richard Powell and Anna Wade.

Also Parish Clerk, Pauline James.

There were four members of the public present.

Broadland District Councillor Lana Hempsall gave a report: Lana spoke about the forthcoming visit by MP Jerome Mayhew and about a meeting with Acle Academy to discuss reducing single use plastic.

Norfolk County Councillor Brian Iles gave a report: NCC will be discussing how to deal with the increased deficit due to the reduced income and increased expenditure during the lockdown. Brian reported that the planning application for the Herondale site for units of housing for care was expected to go ahead, subject to a S106 agreement being agreed.

There was some discussion about the pathway from Oaks Lea to Old Road. NCC have agreed to review the situation to see if any additional signage or road markings could be added.

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| **1** | **APOLOGIES** None. |
| **2** | **DECLARATIONS OF INTEREST** Barry Coveley and Jamie Pizey reminded the meeting that they are both trustees of Acle Recreation Centre. Angela Bishop had an interest in a payment for reimbursement of her costs. |
| **3** | **MINUTES** The minutes of the meeting of 29th 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** – still awaiting news on the keys to the building. The Parish Council is considering making it suitable for the Pre-School to use, given that the current Pre-School building, the Fletcher Room, is 19 years old and is on a piece of land which is only leased until 2026. The clerk had arranged a virtual meeting with staff and members of the committee of the Pre-School.  The councillors are also considering other potential uses of the building. |
| 4.3 | **Acle Foodbank and Resilience**:  Angela Bishop had circulated a report on the support given to local residents. Twelve families are currently being assisted via the Foodbank. It was noted that the storage of the food would need to be moved elsewhere by mid-August as the Methodist Church hopes to re-open for services in September. Food can continue to be dropped off at the Methodist Church, but will then need to be delivered to families or moved to storage. |
| 4.4 | **Shop Local – Shop Acle:**  Additional banners had been put up around the village. Many local businesses have been added to the Visit Acle website Business Listing. A double-page advert has been paid for, in the next edition of The Village Book. The new Shop Acle facebook page has over 460 followers.  Local businesses are also being listed on both Parish Council websites and it was agreed to deliver a paper copy to all Acle homes, together with a Community Newsletter, possibly using the Royal Mail to deliver these. |
| 4.5 | **Investments** The clerk will investigate options for investing the Parish Council’s money in Government stocks. |
| 4.6 | **Pathway from Oaks Lea to Old Road:** Norfolk County Council agreed to take a look at the approach to the path exit to see if additional signage would be appropriate, and the Parish Council’s contractor has been asked to include the cutting of the bank adjacent to the pathway exit. |
| 4.8 | NCC has announced that the formal public consultation on the proposed **parking restrictions** in the village will take place on 7th August. |
| 4.9 | It was agreed to give permission for a new bench to be donated for Acle Cemetery. |
| 4.10 | The clerk had received a complaint about cars parking near to the junction of Market Manor and Reedham Road. The Police have agreed to check the situation. |
| 4.11 | The clerk will send councillors the link to the consultation on the Local Government Association’s revised Model Member Code of Conduct. |
| **5** | **FARMERS’ MARKET** |
|  | This will take place on Saturday, 8th August from 9 – 12 at the Recreation Centre, on the new car park area behind Methodist Hall car park.  Stallholders will set up from 7.30am. This area will then be roped off with all visitor parking in the main Recreation Centre car park. Tables will be borrowed from the Methodist Church.  One toilet will be available, for stallholders, at the Recreation Centre, which will be kept locked. A rota of parish councillors will be arranged so that one is on site at all times.  Most stalls have their own public liability insurance. A few don’t have insurance as they are people selling produce as a hobby. All stallholders will be provided with written guidelines and a reminder to clean and disinfect their own tables and to remind customers to keep their distance from each other. This was noted.  The September Farmers’ Market will also take place at the Recreation Centre. |
| **6** | **PLANNING** |
| 6.1 | **Japonica Cottage, Reedham Road** – alterations and extensions (20201330). Tony Hemmingway and Hannah Jackson reminded councillors that they each live near to this property. There were no objections to the plans. |
| 6.2 | **Hollycroft, 5 South Walsham Road** – rear/side single storey extension to form granny annexe (20201342). There were no objections to the plans. |
| 6.3 | **Prior notification for an agricultural building, White’s Farm, (20201349).** This was noted. |

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| **7** | **FINANCE** The finance report had been circulated to all councillors in advance of the meeting and posted on the website: |
|  | |  |  |  | | --- | --- | --- | | **Receipts:** |  | £ | | 44 The Street | Rent for one month | 600.00 | | 42 The Street | Rent | 1,341.50 | | Upton PC | Reimbursement of costs | 171.82 | | Various | Funerals and memorials | 640.00 | | Various | Donations for foodbank | 80.00 | | Various | Interest | 24.51 | | HMRC | VAT refund | 3,596.58 | | **Payments made:** |  |  | | Tudor Printing | Banners | 120.00 | | Social Club | Donation for supplies | 191.53 | | Social Club | Donation for supplies | 410.00 | | Ronnie Dugdale | Plants | 20.00 | | Moulton Nurseries | Plants | 70.99 | | Martin Pitchers | Compost for planting | 20.00 | | Total | Electricity at public toilets | 186.27 | | SWALEC | Electricity for streetlights | 687.21 | | **Online payments:** |  |  | | Employment costs: |  | 5,148.59 | | Sharp | Copying | 14.62 | | Hugh Crane Cleaning | Consumables | 219.02 | | Acle Rec Centre | Donation for supplies | 360.00 | | Acle Rec Centre | Donation for supplies | 1,113.19 | | Broadland Flooring | Part of Rec Centre Grant for year | 2,658.00 | | InThatch | Roofing for Church – donation | 1,200.00 | |  | Loan to Church | 7,281.60 | | Angela Bishop | Reimbursement re foodbank | 16.16 | | Martin Pitchers | Bark for planting | 20.00 | | Playsafety | RoSPA inspection of play areas | 267.60 | | CRM Gardening | New planter | 196.00 | | Anyrep | Repairs to oven in 1-bed flat | 69.00 | | Worker Bee | Advert in the Village Book | 336.00 | | Hayes | Work on website | 54.00 | | KLM Building Services | Repairs in public toilets | 571.20 | | Garden Guardian | Grasscutting | 1,535.41 | | **Balance c/f 27.07.20** |  | 354,560.38 | | **Balances in Savings:** |  |  | | Government Stocks |  | 140,781.00 | | BDC | Parish investment scheme | 250,504.15 | | Cambridge B/Soc | Instant access | 91,507.72 | | Lloyds Bank | 32-day notice | 102,160.88 | | Nationwide B/Soc | 45-day saver | 91,219.69 | | Total monies |  | 1,030,733.80 | |  |  |  | | Loan | Acle St Edmund Church | 7,281.60 | | Loan | Strumpshaw Parish Council | 21,000.00 | | Loan | Acle Recreation Centre | 15,000.00 | |  |  | 1,074,015.40 | |
|  | Outstanding commitments: Parking amendments and purchase of land for cemetery.  Wendy Kenny had checked the June online payments, and payments made between meetings, to the bank statements, and the clerk’s bank reconciliation, dated 6th July 2020.  Angela Bishop and Jamie Pizey had seen all the invoices for the proposed July online payments.  The clerk presented the actual v budget report for the 4 months to July 2020. There were no questions on the report.  The payments were authorised for payment. | |
| **8** | **CRICKET CLUB GRANT** A grant application had been circulated for £484.43, including VAT, for materials to enable the club to start playing matches again. This was agreed. | |
| **8** | **RECREATION CENTRE and SOCIAL CLUB – applications for grants**  Trustee Barry Brooks gave a report: three staff were furloughed, with two retained on reduced hours. Some of the trustees have put a huge amount of work into applying for grants and keeping the building maintained. The Trustees are hoping to reduce costs. Sadly, there had been some vandalism and an increase in littering.  The Trustees were applying for a grant towards the cost of solar panels. They need some funding to contribute towards the cost and asked the Parish Council for a loan for this grant application; £20,000 to be repaid over ten years, at 0%. The solar panels are expected to reduce energy costs by a significant amount. The loan was agreed.  The Trustees asked the Parish Council for a grant to reduce the cost of room hire for groups planning to re-start at the Centre. It was agreed to pay up to £800, for indoor clubs and groups only.  It was agreed to vire the unused budget from the hanging baskets to the Contingency fund, to pay for these items.  The clerk reported that a letter had been received from Acle Tennis Club asking for a grant towards £3,500 needed to replace netting to prevent cricket balls going into tennis courts. The clerk has sent them a grant form to be completed. This will be on the agenda for the next meeting.  MP Jerome Mayhew would be visiting Acle shortly to meet with representatives from the Recreation Centre and clubs to learn more about the difficulties in starting up clubs and re-opening buildings and facilities. | |
| **10** | **ACCESSIBILITY** The clerk had written an accessibility statement for the website. Word documents, such as minutes and agendas are accessible. Scanned documents will not be accessible. This was noted. | |
| **11** | **HIGHWAYS, LITTER, POSTS, BUS STOPS**  Two additional litter bins have been ordered for New Road.  The five old concrete bins around The Green appear to be concreted down – the replacement bins have arrived. It was agreed to try to change the old bins into planters.  The A-frame and litter pickers was discussed. It was not felt to be safe to encourage people to share the litter pickers.  The clerk will re-contact a contractor about installing bollards along New Road.  Bus shelters: it is planned to replace the damaged bus shelter on the westbound sliproad when the Leffins Lane housing is being built.  Nigel Robson from the Acle Borderland Trust had reported that indigenous vegetation appears to have crowded out the Japanese knotweed in Damgate Wood. It will continue to be monitored.  Overgrowing vegetation in the pathway between De Carle Smith Road and Cardington Court had been reported to NCC.  The clerk had received a request for a public garden and seating area – perhaps by the library. That land is owned by NCC, so it is not likely to be available. It was noted that there are already benches on The Green and under the folly tree.  It was reported that there is a low branch on the Folly Tree that may need removing.  The clerk will contact Highways England again about the vegetation growing in the crack along the kerb on the eastbound A47 sliproad.  The lighting contractors will be asked to check the fixings of the Christmas lights on Elmtree House. | |
| **12** | **ITEMS FOR THE NEXT AGENDA**   * Christmas lights * Play areas * Fogging machine hire (Barry Brooks offered to get the public toilets fogged. Diane Fisher will work out a hire charge for the machine, using the Recreation Centre caretaker.) | |

There being no further business, the meeting was closed.

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