Acle Parish Council

Meeting Date: Monday, 24th August 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.

There were five members of the public present. Matters raised included the location of hand sanitiser stations at the Recreation Centre.

Broadland District Councillor Lana Hempsall gave a report: the parish council can apply to BDC for a £10,000 Small Business Support Grant. The clerk will do this shortly. Applications are invited for the Community at Heart awards – the clerk was asked to nominate Anna Wade and her campaign for Plastic-free Acle. The Government’s planning reforms are being considered.

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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. Barry Coveley had an interest in a payment for reimbursement of his travel costs. | |
| **3** | **MINUTES** The minutes of the meetings of 27th July and 10th August 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 | **Acle Foodbank and Resilience**:  Angela Bishop gave a report on the support given to local residents. Twelve families are being supported by seven volunteers.  The foodbank stocks will be moved to the room next to The Chocolate Box, starting 1st September. The councillors were encouraged to help with this if possible. The drop-off for food will continue to be at the Methodist Church. | |
| 4.3 | **Shop Local – Shop Acle:**  A double-page advert was published in the August edition of The Village Book. Angela has also arranged for an advert in the NR29 Guide. | |
| 4.4 | NCC announced that the formal public consultation on the proposed **parking restrictions** in the village had been delayed until 28th August. | |
| 4.5 | The clerk informed the councillors that the **defibrillator** offered by the East of England Co-Op is the machine which had been on the outside of their building previously and was out of guarantee. The councillors noted this and agreed to proceed with the offer of this device, and to purchase replacement battery and pads etc. | |
| 4.6 | The Council’s offer to purchase **the Chocolate Box** building in The Street had been accepted. A surveyor has been appointed. The newsagents will remain as a tenant, and there is an office space available upstairs. | |
| 4.7 | Wendy Kenny reported that the **Farmers’ Market** had been very successful and well attended. The next event is Saturday, 12th September. A coffee van has been booked to attend next time. It is planned that the market will revert to the Parish Room from October. | |
| **5** | **PLANNING** | |
| 5.1 | **Orchard Cottage, Pyebush Lane –** single storey extension (20201561) (prior notification). This was noted. | |
| 5.2 | **Acle Fire Station –** replacement of exiting Hose Drying Tower with the erection of a taller Fire Training Tower (NCC FUL/2020/0059). There were no objections to the plans. | |
| 5.3 | Decisions by **Broadland District Council**: | |
| i) | **Speckled Wood, Pyebush Lane** – Pinus Nigra (T1) – reduce crown by 1.5m and crown spread to 10.5. Leyland Cypress (g2) – fell. Pinus Nigra (T3) – fell to ground level. Ash (T4) – fell (dead) – split decision. | |
| 5.4 | The Broads Authority is inviting people who have a planning permission which is past the 3- year time limit, to submit a letter explaining why an extension would be useful and appropriate. It was agreed that the clerk should apply for an extension for the permission for the land north of the current cemetery where it had been planned to construct an extension. | |
| 6 | **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 | 894.50 | | Upton PC | Reimbursement of costs | 141.07 | | Various | Funerals and memorials | 425.00 | | Various | Donations for foodbank | 50.00 | | Barclays Bank | Surrender of lease  Refund of rent | 64,525.00  -3,353.42 | | Net receipt |  | 61,171.58 | | **Payments made:** |  |  | | Rec Centre | Tiles for changing rooms | 403.81 | | Crown Supplies | Fogger | 729.00 | | C Brown | Foodbank | 25.55 | | SWALEC | Electricity for streetlights | 669.35 | | **Online payments:** |  |  | | Employment costs: |  | 4,553.87 | | Hugh Crane Cleaning | Consumables | 55.04 | | Empower | Fans for indoor bowls club | 1,497.00 | | R G Benns | Part of donation to Rec Centre | 766.07 | | Came & Co | Insurance | 3,051.46 | | T T Jones | Lighting repairs | 62.09 | | Martin Pitchers | Work at cemetery and Springfield | 187.50 | | PKF Littlejohn | External audit | 1,200.00 | | Realise Futures | Bench | 412.75 | | Wilkersons | Supplies | 61.28 | | YMCA | Half-year Youth Club | 4,544.00 | | YMCA | Half-year sports | 1,616.50 | | Garden Guardian | Grasscutting | 1,535.41 | | **Balance c/f 24.08.20** |  | 396,471.86 | | **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 | 102,169.56 | | Nationwide B/Soc | 45-day saver | 91,219.69 | | Total monies |  | 1,072,653.90 | | Loan | Acle St Edmund Church | 7,281.60 | | Loan | Strumpshaw Parish Council | 21,000.00 | | Loan | Acle Recreation Centre | 15,000.00 | |  |  | 1,115,935.50 | |

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|  | Outstanding commitments: Parking amendments, purchase of land for cemetery and purchase of Chocolate Box.  Wendy Kenny had checked the July online payments, and payments made between meetings, to the bank statements, and the clerk’s bank reconciliation, dated 1st August 2020.  Invoices for the proposed July online payments had been shared with the councillors.  The clerk presented the actual v budget report for the 5 months to August 2020. There were no questions on the report.  The payments were authorised for payment. |
| **7** | **OUTDOOR BOWLS GRANT** A grant application had been circulated for £1,864.02 + VAT for the Winter maintenance programme for the bowls green; work required to keep the green to the required high standard. This was agreed. It was agreed to use the hanging basket budget monies for this payment. |
| **8** | **TENNIS CLUB GRANT** No grant application form had been received. |
| **9** | **RECREATION CENTRE and Fogging Machine** Trustee Barry Brooks gave a report: The Recreation Centre had received a £10,000 grant from BDC and had applied to NCC for a grant towards solar panels. Clubs are beginning to return to the Centre, with reduced numbers for indoors events.  The RoSPA report had been received for the play area. Repairs will be done over the next few months.  The Parish Council’s fogging machine can be hired by local groups, with the Recreation Centre’s caretaker. It was estimated to cost £50 - £60 for a medium sized meeting room. The public toilets have been fogged and will be fogged again in a month’s time. |
| **10** | **STREET NAMES FOR NORWICH ROAD DEVELOPMENT** The councillors were invited to send the clerk suggestions for names for the new roads on the Norwich Road development. |
| **11** | **FORMER BARCLAYS BUILDING**  The surrender of the lease was finally completed, and Barry Coveley collected the two sets of front door keys from the Great Yarmouth branch of Barclays, as the clerk was on annual leave at the time. Barclays Bank has paid Acle Parish Council compensation of £64,525 for the dilapidations inside the building.  Barry Coveley and Tony Hemmingway had been reviewing what work could be done to bring the building back to a better condition, prior to the Council deciding how best to configure the space for renting out.  Richard Powell, Anna Wade and Jackie Clover had not yet had the opportunity to view the inside of the building.  The councillors felt that it was important to get the frontage improved quickly, and discussed getting the fascia rendered and painted with Sandtex, or similar. |
| **12** | **NOTICEBOARDS FOR ARCHIVE DISPLAYS**  Jackie Clover and Wendy Kenny will investigate the provision of new boards for the village, with a view to one half of each board being lockable, for archive and Council news, and one side being open for village notices. It was agreed that the Council’s agendas would not be displayed on any new boards, just on the one in The Street, as at present, but a list of meeting dates and contact details for the Council would be displayed.  Jamie Pizey will discuss the existing Acle Society boards with the committee, to see if any need updating. |
| **13** | **PLAY AREAS**  Hannah Jackson and Jamie Pizey offered to help with upgrades to the play areas in Damgate Lane and Beighton Road. It was agreed to consider adding some adult exercise equipment. |
| **14** | **HIGHWAYS, LITTER, POSTS AND CHRISTMAS LIGHTS** |
| 14.1 | It was agreed to purchase a second litter bin for the cemetery car park as there had been an increase in litter over the Summer. It is likely that the Council will have to pay BDC for the emptying of the bin. |
| 14.2 | There has been no reply yet from the lighting contractors about proposals for the Christmas lights on the Folly Tree. Tony Hemmingway and Jamie Pizey were delegated to deal with this matter.   It was noted that the owner of the Manor House, on The Green, had offered to host a string of lights on her home. The clerk will contact T T Jones to get a quote, and was authorised to buy more coloured lamps (light bulbs) to enable this extra string to be fitted, and for replacements in the existing strings.  It was agreed to consider a second string of lights along the front of the Barclays Bank building, once the fascia has been repaired. |
| 14.3 | A contractor for the posts in New Road has not yet been found. There was a discussion about whether planters could be used together with posts. It was noted that this would require more maintenance. |
| 14.4 | It was agreed to consider whether some, or parts of some, of the verges in the village could be left unmown for the Spring to support wildlife. |
| 14.5 | The clerk was asked to contact Crocus/Saffron to ask if the Parish Council could re-use the grit bin that is currently outside the Herondale building. |
| 14.6 | Anna Wade reported that the village litter pick had been changed to 13th September, 10 – 12. She will be doing a Health & Safety briefing for participants via WhatsApp. |
| 14.7 | Wendy Kenny reported that there is a wasp nest in the ivy at Beaconsfield House, near to the bus shelter. |
| **15** | **ITEMS FOR THE NEXT AGENDA**   * **Herondale, if there is any new information** |
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