Acle Parish Council

Meeting Date: Monday, 29th March 2021
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, Sarah Carter, Jackie Clover, Barry Coveley, Jayne Greenacre, Tony Hemmingway, Anna Holt, Hannah Jackson, Wendy Kenny and Richard Powell

Also Parish Clerk, Pauline James.

There were six members of the public present.

Certificates of thanks were presented to Barry Brooks and Diane Fisher for managing the Recreation Centre during the lockdowns. Barry and Diane in turn expressed their thanks to the staff who had coped both with being on furlough and then returning part-time to work.

Norfolk County Councillor Brian Iles and District Councillor Lana Hempsall each gave a short report.

Matters raised by residents included: the management of Jubilee Wood and hedgecutting on the track at Mill Lane.

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| **1** | **APOLOGIES** None. |
| **2** | **DECLARATIONS OF INTEREST**Barry Coveley reminded the meeting that he is a trustee of Acle Recreation Centre. Angela Bishop had an interest in a payment. |
| **3** | **MINUTES**The minutes of the meetings of 22nd February and 15th March 2021 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** |
|  | The clerk had circulated a report to all the councillors in advance of the meeting and posted a public version on the website. The contents of the report were noted. |
| 4.1 | **Acle Foodbank:**A large number of Easter eggs have been donated and will be distributed to the families being supported by the Foodbank. |
| 4.2 | **Parking Restrictions:**There is no news as to when the scheme will be implemented.One resident contacted the clerk asking for parking permits in the village centre. This was noted. The scheme’s success will be monitored in case any adjustments are required. |
| 4.3 | **Land for Cemetery:**Nothing further to report. |
| 4.4 | **Return to face-to-face meetings:**The Government is not extending the permission for local councils to meet virtually.The clerk reminded the meeting that the Annual Parish Meeting (the meeting of the parish) is on Monday, 26th April at 6.30pm, with the normal Parish Council Meeting following on afterwards, both on Zoom.After some discussion it was agreed to move the Annual Parish Council (the meeting of the Parish Council) to Tuesday, 4th May at 7.00pm – for the election of the parish council chair and any updates on the building projects.The Government guidance is that members of the public should be encouraged to attend meetings virtually until at least 21st June. It was agreed to try a hybrid meeting for 24th May, with sufficient councillors present, but socially distant, in the meeting room to make the meeting quorate (4), plus the clerk, with the remainder of the councillors, and the public, attending by Zoom. |
| 4.5 | **Armed Forces Covenant:**The Council confirmed that it is totally supportive of veterans but did not feel that it could add anything by signing up to the Covenant. It was noted that the Royal British Legion is very active in the village. |
| 4.6 | **Rural Market Town Group:** The Council had been invited to join this group, for £110pa. It was agreed that Acle did not fit with the larger towns which are members, so not to join at present. |
| 4.7 | **Shop Acle:**There were many ideas put forward to promote local businesses, including adding photos to facebook, producing posters, purchasing tote shopping bags and making a promotional video. It was agreed to print the village business directory and deliver it around the village. It was also agreed to look into adding signage to direct tourists into the village. |
| 4.8 | **Acle Beeline** report:Richard Powell gave a report. The working party has agreed Terms of Reference for the project. Richard spoke to a Garden Guardian contractor about leaving some grass uncut. Generally it is a 3 – 5 year programme, and it will be important to keep the public informed so that they understand why some grass is not being cut as frequently as before.The clerk contacted Garden Guardian about the excessive and messy weedkilling around street furniture. He has apologised and will re-seed the worst areas. His staff apply weedkiller to minimise strimming as there is a H&S risk to employees from the vibration from the strimmer. This was noted. |
| 4.9 | Clarion replied that no date has been set yet for the multi-agency meeting about the recent flooding in **Beighton Road.** |
| 4.10 | There had been some correspondence from various agencies about the soil being added to the **Acle Garden Machinery** site. |
| 4.11 | Gwilym Foulkes has stepped down as Secretary to **Acle Allotment Association**. The new secretary is Matthew Morris. |
| 4.12 | Anna Holt reported that **Plastic-Free Acle** scheme had met the requirements of the scheme. It was also noted that the A-frame with litter pickers would be used again soon, when it was felt safe for people to use the litter pickers. |
| **5** | **PLANNING** |
| 5.1.1 | **Hillside Farm, Reedham Road –** storage barn, cart shed and revised vehicular access (20210383). There were no objections to the plans. |
| 5.1.2 | **10 Charles Close –** proposed front and rear extensions (20210467).There were no objections to the plans. |
| 5.2.1 | **32 Damgate Lane –** BDC has confirmed that they don’t need planning permission to build a single-storey extension on the rear of their house (20210246). |
| 5.2.2 | **Denby, Bridewell Lane** - sub-division of plot for new 3-bed house – this application has been withdrawn. A revised application is expected. |
| 5.2.3 | **18 Damgate Close (The Hill) –** erection of two-storey dwelling. This has also been withdrawn by the applicant, because the officer was looking to refuse the application. |
| 6 | **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:** |  |  £ |
| 44 The Street | Rent for one month | 600.00 |
| 42 The Street | Rent  | 447.50 |
| Chocolate Box | Rent for one month | 650.00 |
| Various | Funerals and memorials | 720.00 |
| Various | Donations for foodbank | 350.00 |
| Community Lottery | For foodbank | 14.50 |
| Strumpshaw PC | Repayment of loan and interest | 3,050.58 |
| Upton PC | Share of costs | 50.28 |
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| **Payments made:** |  |  |
| Caroline Crane | Foodbank purchases | 158.69 |
| Pauline James | Reimbursement charity donations | 200.00 |
| T T Jones | Streetlight repair – see above |  |
| Angela Bishop | Foodbank - petrol | 47.02 |
| Brown & Co | Architect’s fees | 2,160.00 |
| Mills & Reeve | Balance of costs re cemetery | 35.46 |
| Canham  | Project management | 2,573.40 |
| Nfk ALC | Training | 78.00 |
| SWALEC DD | Electricity for streetlights | 630.17 |
| Siemens DD | Copier rental | 205.26 |
| Wave DD | Water charges at cemetery | 18.69 |
| Wave DD | Water charges at public toilets | 758.89 |
| PHS DD | Waste disposal at public toilets | 3,626.51 |
| **Online payments:** |  |  |
| Employment costs: |  | 4,560.88 |
| T T Jones | Lighting repairs and testing | 2,429.94 |
| Norfolk Cycles | Dr Bike Pop Up – April | 180.00 |
| Seckers | Repair to heater in Fletcher Room | 112.60 |
| George Taylor | Various street furniture | 190.00 |
| Greenbarnes | 5 x noticeboards | 6,723.73 |
| Rialtas | Accounts package | 148.80 |
| Acle Rec Centre | Fogging at public toilets | 50.00 |
| Caroline Crane | Foodbank purchases | 27.15 |
|  | Foodbank purchases | 33.96 |
| Wilkersons | Various consumables | 135.70 |
| Hugh Crane | Consumables | 46.65 |
| Dales Sports | LED lights in Indoor Bowls | 12,300.00 |
| **Balance c/f 29.03.21** |  | 176,240.37 |
| **Balances in Savings:** |  |  |
| Government Stocks | Gilts | 139,031.00 |
| BDC | Parish investment scheme | 250,504.15 |
| Cambridge B/Soc | Instant access, int £128.64 | 91,636.36 |
| Lloyds Bank | 32-day notice, int £4.06 | 102,211.70 |
| Nationwide B/Soc | 45-day saver | 91,219.69 |
| Total monies |  | 850,843.27 |
| Loan | Acle Recreation Centre | 13,125.00 |
|  |  | 863,968.27 |

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|  | Outstanding commitments: Parking amendments and purchase of land for cemetery .Wendy Kenny had checked the February online payments and payments made between meetings to the bank statements, and the clerk’s bank reconciliation, dated 6th March 2021.Invoices for the proposed March online payments had been shared with the councillors.The above payments were approved. |
| **7** | **RECREATION CENTRE** Paul Udall has resigned as a Trustee. The clerk will advertise the vacancy and the councillors will hope to appoint a new trustee at the meeting on 26th April.Barry Brooks gave a report: the accounts to 31st December 2020 have been finalised. Income is down by £78,000 and expenditure is down by 33,000. Grants have been obtained to support the Centre. The sports pitches have re-opened. There is no news as to when the Centre will be used for vaccinations. The new LED lights were installed in the Indoor Bowls and Barry thanked the Parish Council for their grant towards this cost.The drainage of the football pitches was discussed. It is hoped to use S106 monies towards this cost but BDC has not yet provided estimates of the relevant grants.  |
| **8** | **SOCIAL CLUB**An application for a loan towards running costs was withdrawn. |
| **9** | **CHOCOLATE BOX BUILDING**The working party had had a good discussion about doors and windows, and other refurbishment issues. Quotes are awaited for aluminium and uPVC windows and doors, probably in black outside and white inside.The clerk will attend fire safety training with the tenant and members of her staff, on 13th April.  |
| **10** | **FORMER BARCLAYS BUILDING** The final draft Planning Application was received and reviewed. The clerk was asked to send it on to the Pre-School to ensure that they agree with the plans.It was agreed to state that the opening hours for the pre-school would be 8.00 to 18.30 Monday to Friday with other users to be out of the building by 22.00. At present the pre-school is only open Mon- Friday school times, but we would want to get permission for holiday play schemes and possible longer opening hours to offer out of school facility? It was agreed to ask for possible opening hours for the retail premises to be the standard 9.00 to 18.00. It was agreed to ask for a possible extension to 23.00 for evening uses, such as a café. It was agreed to purchase some signs for the car park that say, “This is a private car park, for users of the building only. Parking is at your own risk. Acle Parish Council”. |
| **11** | **HIGHWAYS** |
| 11.1 | Jamie Pizey presented a report showing vehicle speeds captured by the **Vehicle Activated Sign** (VAS). Over 6 weeks, more than 17,000 vehicles had been driven at more than the speed limit of 40mph on A1064. This information was shared with the local police. |
| 11.2 | It was agreed to purchase a new **bench** for South Walsham Road, near to the Vets’. |
| 11.3 | The councillors agreed to pay for some **re-decoration of public** **toilets** while waiting for BDC to arrange for a full refurbishment. |
| 12 | **ENGLANDS ROAD PATHWAY**Acle Parish Council owns the diagonal path between Englands Road and South Walsham Road. A resident requested some **lighting** for the Englands Road path as it is dark along the path, and much used by residents.The councillors accepted a quote to install two solar powered lights, at £4,300. It was noted that, to save power, they dim to 30% and then turn on again when someone walks into the area. |
| 13 | **BRANDING**The clerk’s draft **newsletter** with a light-blue panels was approved. This will be delivered with the list of local businesses. |
| 14 | **THE QUEEN’S PLATINUM JUBILEE 2022**It was agreed to add a sum to the budget for 2022/23 for this event.There was also some discussion about holding a Christmas event of some sort this year. |
| 15 | **ITEMS FOR THE NEXT AGENDA – 26th April 2021, following the Annual Parish Meeting at 6.30pm*** **It was agreed to hold an Acle Borderland Trust meeting next time a short PC meeting is called.**
* **Litter pick**
* **Appointment of a trustee for the Recreation Centre**
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There being no further business, the meeting was closed at 21.40 pm.

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