Acle Parish Council

Annual Meeting Date: Tuesday, 4th May 2021  
Venue: Online Meeting  
Time: 7.30p.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 remains in place until 7th May 2021.  
  
**PRESENT:**   
Chair: Angela Bishop  
Vice-Chair: Jamie Pizey  
Councillors: Sally Aldridge, Sarah Carter, Jackie Clover, Barry Coveley, Tony Hemmingway, Wendy Kenny, Richard Powell and David Stephenson.

Also Parish Clerk, Pauline James.

There were no members of the public present.

David Stephenson was welcomed to the Council and signed the declaration of acceptance of office.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | | 1 | **ELECTION OF CHAIR AND VICE-CHAIR** Angela Bishop was re-elected Chair and Jamie Pizey was re-elected Vice-Chair. Angela signed a declaration of acceptance of office. | | | 2 | **APOLOGIES FOR ABSENCE** Hannah Jackson and Jayne Greenacre. | | | 3 | **DECLARATIONS OF INTERESTS** David Stephenson told the meeting that his wife is on the committee for the Pre-School, so he has a personal interest. | | | 4 | **COMMITTEES AND WORKING PARTIES** | | | Street lighting | | Tony Hemmingway and Jamie Pizey | | Christmas switch on and meters | | Jamie Pizey | | Planning Committee | | Tony Hemmingway, Barry Coveley, Sally Aldridge and Jamie Pizey | | Youth | | Hannah Jackson and Sarah Carter | | Finance | | Angela Bishop, Jamie Pizey, Tony Hemmingway, Barry Coveley and Hannah Jackson | | Personnel | | Angela Bishop and Tony Hemmingway (Jamie Pizey as Reserve) | | Fletcher Room | | Tony Hemmingway, Jayne Greenacre and Barry Coveley | | Cemetery extension | | Tony Hemmingway, Barry Coveley, Jackie Clover, Richard Powell and Jackie Clover | | Herondale site | | Angela Bishop, Tony Hemmingway and Sally Aldridge | | Resilience/Emergency Planning | | Angela Bishop, Jamie Pizey, Sarah Carter and Sally Aldridge | | Acle Regatta | | Sarah Carter | | Roads | | Sally Aldridge | | Parking restrictions | | Sally Aldridge, Jackie Clover and Jamie Pizey | | Website | | David Stephenson | | Environment | | Jamie Pizey, Jayne Greenacre, Wendy Kenny and Richard Powell | | Plastic-free community | | Jayne Greenacre and Jackie Clover | | Play areas | | Jamie Pizey and Hannah Jackson | | Noticeboards | | Jackie Clover and Wendy Kenny | | Former Barclays building | | Angela Bishop, Jamie Pizey, Sarah Carter, Sally Aldridge, Jackie Clover, Tony Hemmingway, Barry Coveley and David Stephenson | | Chocolate Box building | | Angela Bishop, Jamie Pizey, Sarah Carter, Sally Aldridge, Jackie Clover, Barry Coveley, Wendy Kenny and David Stephenson | | Acle in Need | | Angela Bishop (elected for 4 years from December 2019 | | Death of a Royal | | Angela Bishop | | Queen’s Jubilee Event 2022 | | Angela Bishop (assisted by Sam Nutt) | | Acle Recreation Centre *(for info only)* | | Joe Aldous, Barry Coveley, Simon Darter, Dennis Fisher, Diane Fisher, Tom Hiller, Gareth Potter, Denis Goodley and Jackie Clover | | Acle Lands Trust *(elected in February for one year)* | | Richard Powell, Adam Fisher, Dennis Fisher, Ken Gale and Nigel Robson. | | | |  |
| 5 | **REGISTERS OF INTERESTS** Councillors were reminded to review their Register of Interests on the Broadland District Council website and to send the clerk any updates, or to complete a new form. |
| 6 | **FORMAT OF FORTHCOMING MEETINGS** Jamie Pizey, Hannah Jackson, Jackie Clover, Sarah Carter and Jayne Greenacre have volunteered to attend in-person meetings. Four councillors are needed to be in the building to make it a quorate meeting. The councillors will sit socially distanced in the Methodist Meeting Room, with laptops or tables, using headphones so as to avoid feedback.  The clerk will use her laptop in the entrance hall so that she can speak without it being heard on the others’ devices. All remaining councillors, and the public, will be online on Zoom.  The four councillors present will aim to represent the whole council. If there is an issue that is contentious then it may be decided to defer the item until a face-to-face meeting can be held, perhaps outside. This is the procedure for the meeting on 24th May. The situation will be reviewed again for the meeting on 28th June.  *Barry Coveley left the meeting at this point.* |
| 7 | **CHOCOLATE BOX BUILDING** Nothing further to report. |
| 8 | **FORMER BARCLAYS BUILDING** The pre-school has confirmed acceptance of the plans. They will draw up a suggested layout for preferred flooring types, and lighting.  There was some discussion about how best to protect the fencing, and children who might be playing in the outside space, from damage or injury by vehicles in the car park.  The clerk will arrange a meeting of the working party shortly. The clerk was asked to contact Mills & Reeve to get advice about whether the building should be transferred to the Acle Borderland Trust, with the Parish Council being the sole trustee. It would also be useful to get an idea of possible rents for the retail units.  *Jackie Clover left the meeting at this point.* |
| 9 | **SIGNAGE TO REDUCE SPEEDING** PC Jackie Chambers had previously asked the Parish Council if they would sponsor a competition for children to design a speed reduction sign for the village roads, which was approved. It was agreed to follow up this proposal. David Stephenson agreed to speak to the primary school headteacher to find out if this might go ahead.  The clerk was asked to buy some banners for South Walsham Road asking parents not to park on the yellow lines at the beginning and end of the school day. |
| 10 | **PLANS FOR A MARKET** Broadland District Council is buying the Parish Council six market stalls. There was some discussion about what day and time to hold the new market, possibly on Thursdays, late afternoon. Someone will be needed to move the stalls in and out of storage.  It was agreed that Angela Bishop and Wendy Kenny should publicise and organise the market. |
| 11 | **ITEMS FOR THE NEXT AGENDA – Monday,** 24th May 2021, at 7.00pm   * Approval of Accounts and Annual Return |
| 12 | **PAYMENT OF OVERTIME** The clerk carried forward 60 hours of overtime at 1st January 2021. It is unlikely she will be able to take all these hours as time off in lieu, so it was proposed that 30 hours should be paid, with the remainder to be taken as time off, if possible. The cost to the council is £896, including employer’s NIC and employer’s pension contributions. It was noted that the clerk is on paid leave all of next week. |

There being no further business, the meeting was closed at 20.10 pm.

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