Acle Parish Council

Meeting Date: Monday, 24th May 2021
Venue: Acle Methodist Hall
at 7.00p.m.

Legislation required that Parish Councils return to face-to-face meetings from 7th May 2021. In order to comply with Covid-19 social distancing requirements and general health and safety measures, only four councillors and the parish clerk were present at the meeting, with the remaining councillors and the public attending by Zoom.

**PRESENT:**
Vice-Chair: Jamie Pizey
Councillors: Sarah Carter, Jackie Clover and Hannah Jackson

Also Parish Clerk, Pauline James.

**ATTENDING** via Zoom:
Chair: Angela Bishop
Councillors: Sally Aldridge, Barry Coveley, Tony Hemmingway, Wendy Kenny, David Stephenson and Richard Powell

And four members of the public were online. Matters raised included the building works at the former Herondale site and the footpath at the station.

District and County Councillor Lana Hempsall gave a report. Questions to Lana included the declaration of a Climate Emergency at Norfolk County Council, verge cutting, signage and the disposal of tree guards not being permitted at NCC recycling centres.

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| 1 | **APOLOGIES** Jayne Greenacre |
| 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. David Stephenson’s wife is on the Pre-School Committee (re Barclays Building). |
| 3 | **MINUTES**The minutes of the meetings of 26th April and 4th May 2021 were agreed to be correct, and were signed by Jamie Pizey on behalf of the Council. |
| 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:**Sally Aldridge gave a report: the foodbank is currently supporting sixteen families, with food being delivered every fortnight. She was used some donations to purchase fresh food. Caroline Crane does a weekly shop for the deliveries. Angela Bishop offered to cover when Sally is not free to do the foodbank. Sally will send a letter to all the families asking them to confirm their current situation and whether they continue to need support. |
| 4.2 | **Shop Acle:**Angela continues to advertise local businesses on facebook. |
| 4.3 | **New Cemetery:**The clerk had met with Nicholas Crane who apologised for the delay in progressing the sale of the land to the Parish Council for a new cemetery. He had sent the agreed Heads of Terms for the sale of the land to his solicitor. This was noted and welcomed. |
| 4.4 | **Acle Beeline**:Richard Powell gave a report: He has arranged a meeting with the NCC ecologist to discuss the various areas in the village that could be planted. Richard had also met with the grasscutting company to agree which areas would be left uncut for now. The clerk will advertise on facebook that some areas are being left uncut to support wildlife. Angela will get some signs printed to install at each area. |
| 4.5 | **Rural Village Services Group:**The Rural Services Network is setting up a new membership group for larger villages, to share good practice, offer support and to exchange new initiatives. It was agreed to take advantage of the introductory free membership to see if it would benefit the village. |
| 4.6 | **Charitable Donations:**Several charities have written to request donations. It was agreed not to make any donations at present so as to see if any local village groups required support.  |
| 4.7 | **Dr Bike Day:**Angela has booked several events: Thursday, 3rd June (outside Barclays, paid for by Acle PC), Saturday, 14th August (a workshop on the grass to the rear of Barclays, paid for by Cycling UK) and 23rd October (probably paid for by Cycling UK). This was noted. |
| 4.8 | **Flooding:**Angela and the clerk have an online meeting with BDC and Clarion on 3rd June to discuss the flooding in Beighton Road. Clarion sent an email on 30th April to confirm that they have instructed work on the ditch in Beighton Road, structural surveys have been done of all the houses affected by the flooding, and repair works have been done. Two residents have decided to move to other Clarion properties. A flood defence contractor has advised on further works to be done, and these suggestions will be considered, They have discussed with NCC what other works can be done to reduce flooding in the future. It was reported that work on the ditch had been done in the past few days. |
| 5 | **PLANNING** |
| 5.1.1 | **Southfields, 7 South Walsham Road** - Provision of Building to include Single Bay Garage, Store and Hobby Room on Front Garden (20210861). It was agreed that there were no objections in principle, but it was noted that the garage was very close to the pavement and perhaps a lower pitched roof might be more appropriate. |
| 5.1.2 | **Corner Way, New Road** - Erection of Single Storey Rear Extension (Prior Notification) (20210915). This is an application to BDC to determine whether they need planning permission or not, given that it is for a garden room in the rear garden, so this application is currently for information only.  |
| 5.1.3 | **Braidwood, South Walsham Road** – garden room and wetroom (20210999). There were no objections to the plans. |
| 5.2 | **Broadland District Council** decisions:* 1. **10 Charles Close** – proposed front and rear extensions (20210467) – full approval.
	2. **20 Hermitage Close** – fell 2 x willow trees subject to a TPO (20210450) – split decision – agreed that two stems with decay could be removed, but the trees could not be felled
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| 6 | **ACCOUNTS AND ANNUAL RETURN** |
|  | The Accounts for the year ended 31st March 2021 had been circulated to councillors and published on the website. The clerk presented the Accounts. There were no questions and the Accounts were signed by Jamie Pizey on behalf of the Council.John Gallop had carried out the internal audit and signed the form. This was noted.The Annual Governance Statement was reviewed and agreed.The Accounting Statements were reviewed and agreed.Jamie Pizey was authorised to sign both documents on behalf of the Council. |
| 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:** |  |  £ |
| 44 The Street | Rent for one month | 600.00 |
| 42 The Street | Rent  | 697.50 |
| Chocolate Box | Rent for one month | 650.00 |
| Various | Funerals and memorials | 1,840.00 |
| Various | Donations for foodbank | 50.00 |
| Community Lottery | For foodbank | 48.00 |
| NPTS | Refund of training cost | 55.00 |
| Upton PC | Share of costs | 50.49 |
| Broadland DC | First half precept | 57,339.00 |
| Broadland DC | CIL | 60,677.34 |
| Allotment Ass’n | Refund of water costs | 276.93 |
| **Payments made:** |  |  |
| Caroline Crane | Foodbank purchases | 49.19 |
| Acle Social Club | Grant | 290.00 |
| Roar Electrical | Electrical safety testing of flats | 250.00 |
| ADM Plumbing | Repair to boiler in 44 The Street | 295.93 |
| SWALEC DD | Streetlighting | 702.63 |
| **Online payments:** |  |  |
| Employment costs: |  | 5,943.61 |
| T T Jones | Lighting repairs, new columns and lanterns | 6,435.11 |
| Sharp | Copying | 13.56 |
| Seckers | Service agreement re Fletcher Room | 166.06 |
| Garden Guardian | Grasscutting | 1,565.86 |
| Norfolk Cycles | Dr Bike day | 231.50 |
| Canham Consulting | Professional fees | 1,860.00 |
| SLCC | Training course | 36.00 |
| Caroline Crane | Foodbank purchases | 59.57 |
| BDC | Rates at Barclays | 998.00 |
| BDC | Rates at offices at Chocolate Box | 292.00 |
| Wilkersons | Various consumables | 9.22 |
| Acle Methodist  | Room hire | 30.60 |
| Hugh Crane Cleaning | Supplies | 79.77 |
| Rhino | Beeline costs | 42.90 |
| John Gallop | Internal audit | 400.00 |
| Angela Bishop | Petrol costs re foodbank | 52.20 |
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| **Balance c/f 24.05.21** |  | 275,332.90 |
| **Balances in Savings:** |  |  |
| Government Stocks | Gilts | 133,246.00 |
| BDC | Parish investment scheme  | 251,002.65 |
| Cambridge B/Soc | Instant access, int £128.64 | 91,636.36 |
| Lloyds Bank | 32-day notice, int £2.69 | 102,220.70 |
| Nationwide B/Soc | 45-day saver | 91,418.75 |
| Total monies |  | 944,857.36 |
| Loan | Acle Recreation Centre | 13,125.00 |
|  |  | 957,982.36 |

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|  | Outstanding commitments: Parking amendments and the purchase of land for cemetery .Wendy Kenny had checked the April online payments and payments made between meetings to the bank statements, and the clerk’s bank reconciliation dated 7th May 2021.Invoices for the proposed May online payments had been shared with the councillors in advance of the meeting. The payments were approved. |
| 8 | **RECREATION CENTRE** Trustee Barry Brooks gave a report: the Indoor Bowls centre has re-opened. Everyone on the Social Club committee is resigning at the forthcoming AGM. The Recreation Centre trustees have sent up a working party to investigate the options for the continuation of the Social Club. |
| 9 | **FUNDING FOR A SUMMER MARKET**Angela Bishop and Wendy Kenny have been contacting potential stallholders. The first market will be Thursday, 10th June, from 3 – 7pm, at the Barclays site. A budget of £500 was agreed, for signage, advertising and banners, and someone to help with the setting up and putting away of the stalls. An electrician will be asked to check the supply in the bank for stallholders wishing to connect to the power supply. Angela will put notices on the cars that park in the car park at present, asking them not to park there on Thursdays. |
| 10 | **CELEBRATION OF THE QUEEN’S PLATINUM JUBILEE IN 2022** A budget of £1,000 was agreed for this event. Angela will book acts for the event.**CHRISTMAS MARKET AND CAROL SERVICE**A budget of £1,000 was agreed for this event.  |
| 11 | **CHOCOLATE BOX BUILDING**It was agreed to place the order of the new windows and doors as the delivery time is estimated to be about 12 – 15 weeks. It was agreed to delegate the detailed decision on these windows and doors to the working party, which will meet on 26th May. The specification for the refurbishment works is expected shortly. This will be sent out to contractors for quotes. |
| 12 | **FORMER BARCLAYS BUILDING** The planning application has been submitted to Broadland District Council by Brown & Co. |
| 13 | **HIGHWAYS** |
| 13.1 | **Hanging baskets:**Tony Hemmingway will check that the bowser is ready for the watering of the baskets, expected to start at the beginning of June. Jackie Clover will be planting up the baskets shortly.*(Tony Hemmingway left the meeting at this point.)* |
| 13.2 | Jamie Pizey has moved the **VAS sign** to Reedham Road on the approach to Moulton St Mary. |
| 13.3 | The councillors supported **Acle Academy** in their request fordouble yellow lines near to the school. |
| 13.4 | David Stephenson has been in touch with Acle Primary about the design of speed signs for the village. |
| 13.4 | **HERMITAGE CAR PARK**The clerk was asked to contact the owner about the large container that has been parked on the car park that is leased from the Parish Council. The clerk was asked to get legal advice about the lease. |
| 14 | **JUBILEE WOOD**It was confirmed that the councillors would like to take on the ownership of Jubilee Wood, to the west of Acle. It is currently owned by Norfolk County Council. It was agreed to request some funds towards the future maintenance of the land. Acle Lands Trust would carry out the maintenance. It was noted that NCC has to provide 1 hectare of open space land as part of the planning application for the land north of Norwich Road. It was suggested that it would be good if this land could connect with Jubilee Wood. |
| 15 | **ACLE COMMUNITY GYM**There was a request for a grant to ensure the continuation of the gym. It was agreed to give a grant of £1,500 and to pay for the maintenance of the gym equipment henceforth. |
| 16 | **ITEMS FOR THE NEXT AGENDA –** Monday,28th June 2021, at 7.00pm* It was agreed to hire the Recreation Centre main hall for the next meeting, to facilitate a face-to-face meeting
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There being no further business, the meeting was closed at 9.30pm.

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