Acle Parish Council

Meeting Date: Monday, 19th July 2021
Venue: Acle Recreation Centre Main Hall
at 7.00p.m.

**PRESENT:**
Chair: Angela Bishop
Vice-Chair: Jamie Pizey
Councillors: Sally Aldridge, Sarah Carter, Jackie Clover, Tony Hemmingway, Hannah Jackson, David Stephenson and Richard Powell

Also Parish Clerk, Pauline James.

Four members of the public were present. Matters raised included a report that the footpaths on the Acle Lands Trust had been cut.

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| 1 | **APOLOGIES** Barry Coveley and Wendy Kenny. |
| 2 | **DECLARATIONS OF INTEREST**Jackie Clover reminded the meeting that she is a trustee of Acle Recreation Centre. Angela Bishop had an interest in some payments. David Stephenson’s wife is on the Pre-School Committee (re the proposed use of the former Barclays Building).  |
| 3 | **MINUTES**The minutes of the meeting of 28th June 2021 were agreed to be correct, and were signed by Angela Bishop, as Chair 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 and Angela Bishop gave a report: Two families have confirmed that they no longer need the support of the foodbank. One new family is being supported.  |
| 4.2 | **Shop Acle:**Angela Bishop gave a report: the facebook page is proving useful as a way of advertising local businesses. |
| 4.3 | **New Cemetery:**The Parish Council’s solicitor is corresponding with the Cranes’ solicitor. It is hoped to complete the purchase of the land in about four weeks’ time. |
| 4.4 | **Acle Beeline**:The group is meeting shortly. The clerk was asked to contact local developers to ask if they would put up swift boxes on the new houses, as local populations of swifts have declined significantly. |
| 4.5 | **Summer Markets:**Angela reported: there has been a good turnout of the public, despite poor weather. |
| 4.6 | **Acle & District Men’s Shed:**The Recreation Centre put forward the idea of the Men’s Shed using the strip of land east of the play area, between the Herondale site and the Outdoor Bowls, where there is space for a narrow, prefabricated building. It is also accessible on foot, from Habgood Close. Angela Bishop and the clerk spoke to Saffron Housing who said that they had already been thinking what could be done to that land, to tidy it up, as it is currently very overgrown. They sounded amenable to helping, while they have machinery on site.The Recreation Centre Trustees are discussing this at their forthcoming meeting.The Men’s Shed group is also talking to Acle Academy about using the DT department facilities, obviously out of school hours.The Men’s Shed group is still interested in the Fletcher Room, but are keen to get a premises sooner rather than later. The headteacher at the Primary School has previously expressed concerns about the Men’s Shed using the Fletcher Room, citing safeguarding concerns. |
| 4.8 | **Flooding:**There was nothing further to report. |
| 4.9 | Norfolk County Council felt that Roman Wood would not be suitable for their **art/sculpture project**, mainly because of access issues for their contractors. |
| 4.10 | It is expected that BDC will confirm in the next few days that no election has been requested for the **casual vacancy**. The councillors will co-opt a new councillor at the next full Council meeting, probably in September. |
| 4.11 | The vegetation was cut back at the exit from **Gariensis Walk** onto Old Road. |
| 4.12 | Sarah Carter’s husband has been in touch with some suggestions for **technology** to help with meetings. A good quality projector is £800 - £1,000. Laptops with a suitable specification are £600 - £800. This was noted. Jamie Pizey lent his projector and screen for the meeting. Councillors agreed that it was useful to be able to see documents on the large screen. |
| 4.13 | Angela Bishop and the clerk attended an event at the new **Swallowtail Place** site (was Herondale), with representatives from Norsecare, Broadland District Council, Norfolk County Council and Saffron Housing.  |
| 4.14 | There is no news re the proposed **parking restrictions.** |
| 4.15 | Jackie Clover, Barry Coveley and the clerk attended a site visit at **Leffins Lane** site. |
| 5 | **PLANNING** |
| 5.1.1 | **Acle Garden Machinery –** variation of conditions 2 & 4 and removal of condition 3 of 20190618 – to allow increase in size of storage building and additional land to be raised (20211179). The Water Management Alliance and Natural England have both recorded no objections. It was agreed to object to the plans, expressing concerns about the likely damage to surrounding land, an over-development of the site and issues with drainage. |
| 5.1.2 | **10 Springfield –** 2-storey side and single-storey rear extensions (20211130). There were no objections to the plans. |
| 5.1.3 | **Norwich Road site** - Details for Condition 9 (Roads, Footways, Cycleways, Street Lighting, Foul & Surface Water Drainage) & Condition 17 (Off-Site Highway Improvement Works) of Planning Permission 20201740 (20211106). This was noted. |
| 5.1.4 | **Hillside Farm** (Leffins Lane smaller site) – Non-material amendment of 20190241 - changes to proposed materials (20211309). This was noted. |
| 5.1.5 | **Chocolate Box –** installation of windows (20211142). This is the parish council’s application. |
| 5.2.1 | **36 Old Road** – permission was given by Broadland District Council to remove a dead pine tree, but it will be necessary to replace it with another tree. |
| 5.2.2 | **Southfields, 7 South Walsham Road** – building in front garden to include single bay garage, store and hobby room (20210861) – was refused by Broadland District Council:*“The proposed development will not be in keeping with the existing built form and character of the area by virtue of its proposed design, scale and siting forward of the principal elevation and associated visibility within the street scene. The scheme is therefore contrary to Policy GC4 of the Development Management DPD and Policy 2 of the Joint Core Strategy.”* |
| 6 | **FINANCE**The finance report had been shared with 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  | 497.50 |
| Chocolate Box | Rent for one month | 650.00 |
| Various | Funerals and memorials | 560.00 |
| HMRC | VAT refund | 8,727.77 |
| Community Lottery | For foodbank | 53.00 |
| Market Income | Various | 458.00 |
| **Payments made:** |  |  |
| Caroline Crane | Foodbank purchases | 54.39 |
| Baggleys | Tractor (Grant to Rec Centre) | 9,000.00 |
| Mills & Reeve | Advance re cemetery | 60.00 |
| SWALEC | Electricity at former Barclays | 21.38 |
| SWALEC DD | Streetlighting | 675.80 |
| Isla Fisher | Watering baskets | 105.00 |
| Martha Fisher | Watering baskets | 105.00 |
| Acle Men’s Shed | Repayment of grants held | 2,100.00 |
| Angela Bishop | Foodbank | 201.57 |
| Roar Electrical | Electrical work at Fletcher Room | 152.94 |
| Roar Electrical | Electrical work at flats | 427.70 |
| Wave | Water at Cemetery | 10.12 |
| Wave | Water at public toilets | 1,039.90 |
| Anglian Water | Water at allotments | 8.33 |
| **Online payments:** |  |  |
| Employment costs: |  | 4,648.27 |
| Acle Rec Centre | Meeting room hire | 30.00 |
|  | Youth club meeting room | 144.00 |
| Garden Guardian | Grasscutting | 1,565.86 |
| Property Shop | Fee for finding new tenant | 720.00 |
| Caroline Crane | Foodbank purchases | 25.79 |
| BDC | Rates at Barclays | 998.00 |
| BDC | Rates at offices at Chocolate Box | 292.00 |
| BDC | Rates at 44 The Street | 7.30 |
| Wilkersons | Various consumables | 90.80 |
| Mills & Reeve | Costs re lease at Barclays | 40.00 |
| Brown & Co | Professional fees re Chocolate Box | 600.00 |
| Hugh Crane Cleaning | Supplies | 23.22 |
| Angela Bishop | Costs re markets | 23.76 |
|  | Foodbank purchases | 221.08 |
|  | Petrol costs for foodbank | 31.99 |
| **Balance c/f 19.07.21** |  | 237,665.50 |
| **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 | 102,225.69 |
| Nationwide B/Soc | 45-day saver | 91,418.75 |
| Total monies |  | 906,194.95 |
| Loan | Acle Recreation Centre | 13,125.00 |
|  |  | 919,319.95 |

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|  | Outstanding commitments: Parking amendments and the purchase of land for cemetery .Hannah Jackson had checked the June online payments to the bank statements, and the clerk’s bank reconciliation dated 29th June 2021 and payments made between meetings to the bank statement.Invoices for the proposed July online payments had been shared with the councillors in advance of the meeting, together with the Actual v Budget Report for four months. The payments were approved. |
| 7 | **RECREATION CENTRE** Trustee Barry Brooks gave a report: Simon Darter has resigned as a (Parish Council appointed) Trustee. The clerk will write to thank him for his work as Trustee. Following two positive Covid-19 cases at the Social Club, the entire building has been fogged and cleaned.The Parish Council agreed to purchase a machine to aerate the football pitches, for £6,950 + VAT, using s106 monies if available, or CIL monies. |
| 8 | **CHOCOLATE BOX BUILDING**Canham Consulting have said that it has been difficult to find builders who are interested in the work. The detailed specification was only received on the day of the meeting so had not yet been reviewed. The clerk will send it round to the working party, with comments.The clerk explained that it had previously been suggested that only the reinstated window, and the Velux windows in the rear of the roof, would need planning permission. On this basis it had been decided to place the order for the doors and windows as the risk to the Council was only slight, in that only the reinstated window might be refused. However, the surveyor for Broadland Windows believed that planning permission would be required for all the replacement windows because they are being changed from Upvc to aluminium. It was therefore agreed to delay confirming the order for the doors and windows, even though there is a long lead time, and this will delay the project.The **Royal British Legion** had asked about using a ground floor room for their poppy campaign. It was agreed that the downstairs office at the Chocolate Box would be ideal, so long as the refurbishment had not begun. |
| 9 | **FORMER BARCLAYS BUILDING** Brown & Co will be sending quote to prepare drawings for building control requirements, which can then be used for specification purposes.The downstairs fire alarm has been serviced.  |
| 10 | **HIGHWAYS** |
| 10.1 | **Crown-shaped planter:** Acle men’s Shed have been asked if they could build this in time for next Spring. |
| 10.2 | **Parking in the village:**It was agreed to look again at the possibility of creating a car park on the land by the A47 eastbound sliproad. |
| 10.3 | **VAS:** Jamie Pizey reported that the monitor is currently recording speeds in Norwich Road. |
| 11 | **DRONE FILM OF VILLAGE**It was agreed to commission an aerial film of the village, including Acle Bridge, costing £250 for three films. Angela Bishop will co-ordinate this with Tom Hiller, who has the necessary permits and licences. |
| 12 | **EVENTS**There will be a Christmas Event on Saturday, 11th December. Jackie Clover will purchase a Christmas tree. The Jubilee Event will be over 2nd – 5th June 2022, with a band booked for Friday, 3rd June, costing £750, in the Recreation Centre main hall. On Saturday, 4th June, the Preschool will arrange a children’s party. On Sunday, 5th June, there will be a party for residents. |
| 13 | **ITEMS FOR THE NEXT AGENDA –** Monday,27th September 2021, at 7.00pmThe clerk will call a short meeting during August, if required. |