Acle Parish Council

Meeting Date: Monday, 25th October 2021
Venue: Acle Methodist Church
at 7.00p.m.

**PRESENT:**
Chair: Angela Bishop
Vice-Chair: Jamie Pizey
Councillors: Sally Aldridge, Jackie Clover, Barry Coveley, Tony Hemmingway, Wendy Kenny and Richard Powell. and David Stephenson. Also, Parish Clerk, Pauline James.

Eleven members of the public were present. Matters raised included the proposed Men’s Shed, grants for equipment for the football and cricket clubs, and trees adjacent to the rail track.

District and County Councillor Lana Hempsall gave a report including NCC’s continuation of vouchers over half-term for those who receive free school meals.

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| 1 | **APOLOGIES** were accepted fromSarah Carter, Indra Goodson and Hannah Jackson. |
| 2 | **DECLARATIONS OF INTEREST**Jackie Clover, Barry Coveley and Jamie Pizey reminded the meeting that they are trustees of Acle Recreation Centre. Jamie Pizey and Jackie Clover each had an interest in some payments. David Stephenson’s wife is on the Pre-School Committee. |
| 3 | **MINUTES**The minutes of the meeting of 27th September 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 gave a report: Local groups and schools have donated food from harvest festivals. Sally collects surplus food from Sainsburys from time to time. Indra Goodson will be making a donation of £500, raised from the recent craft fair. |
| 4.2 | **Acle Beeline**:Richard Powell gave a report: thanks to Adam and Dennis Fisher for clearing the long grass in the churchyard. Richard has bought 3.5kg of wildflower seed for the various verges around the village. A resident has offered to plant bulbs along South Walsham Road verges. |
| 4.3 | **Parking:** Norfolk County Council has said the report on the proposed scheme has still not been reviewed by Committee. |
| 4.4 | It was agreed to arrange a training session in the use of a **defibrillator.** |
| 4.5 | **Network Rail** has got in touch to say there are fourteen ash trees adjacent to the railway track that need to be inspected and possibly felled. As with the other tree identified previously, the Parish Council does not have the ability to do this work, so close to the railway, and will need the assistance of Network Rail. |
| 4.6 | Norfolk County Council announced that **food vouchers** for children eligible for free school meals will continue for October half-term. |
| 4.7 | Broadland District Council has delivered leaflets in the village about what can and what can’t be put in the grey **recycling bins.** |
| 4.8 | Details have been confirmed for the location of the new footway lights on the **Norwich Road site,** and which will be taken on by the Parish Council. Norfolk County Council will keep responsibility for the four lights on the first part of the main access road. |
| 4.9 | Wendy Kenny and Jackie Clover were thanked for adding new flowers in the various **planters.** It was noted that the hanging baskets will be taken down shortly. |
| 5 | **PLANNING** |
| 5.1.1 | **East of England Co-Op** – installation of roof mounted solar pv panels (20211806). There were no objections to the plans. |
| 5.1.1 | **Calthorpe House, 40 Old Road** – removal of Beech under TPO due to infection (20211800). This was noted. |
| 5.1.2 | **Acle Garden Machinery –** application for approval of details reserved by condition (validation report for soils and external materials (2021819) and validation report (20211825). The previous objections were repeated. |
| 5.1.3 | **33 Springfield** – rear extension - application for confirmation that it falls under permitted development rules (20211922). This was noted. |
| 5.2 | **Planning decisions by Broadland District Council:****Denby, Bridewell Lane** – Proposed two-storey side and single-storey rear extension. Proposed detached triple garage - full approval**Rendl, Middlesex Lane –** balustrade, with obscure glass – full refusal**Oak Hill Barn, The Hill** – garden office – full approval  |
| 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 | 600.00 |
| 42 The Street | Rent  | 642.50 |
| Chocolate Box | Rent  | 650.00 |
| Various | Funerals and memorials | 390.00 |
| Broadland DC | 2nd half precept | 57,339.00 |
| Community Lottery | For foodbank | 48.00 |
| Recreation Centre | Repayment of loan | 1,875.00 |
| **Payments made:** |  |  |
| Caroline Crane | Foodbank purchases | 52.25 |
| Wave DD | Water at public toilets | 1,054.03 |
| Wave DD | Water at cemetery | 14.08 |
| SWALEC DD | Streetlighting  | 724.51 |
| Telecoms World | 0800 number for foodbank | 2.11 |
| Anglian Water | Water at allotments | 81.01 |
| Tudor Printing | No Parking signs at Barclays | 93.60 |
| Various | Foodbank delivery | 15.45 |
| Micro-Tec Services | Laptop and installation | 979.20 |
| Jackie Clover | Boxes for archive storage | 197.82 |
| Employment costs: |  | 367.50 |
| **Online payments:** |  |  |
| Employment costs: |  | 4,704.79 |
| Acle Rec Centre | Youth Club room hire | 96.00 |
| Garden Guardian | Grasscutting | 1,565.86 |
| BDC | Rates at Barclays | 998.00 |
| BDC | Rates at offices at Chocolate Box | 292.00 |
| Wilkersons | Various consumables | 7.18 |
| Smiths of Derby | Church Clock service | 259.20 |
| Hugh Crane Cleaning | Supplies | 35.40 |
| Secker & Son | Fletcher Room heating service | 20.75 |
| Acle Pre-school | Wasp disposal and repairs | 78.00 |
| Methodists | Room hire | 51.00 |
| George Taylor | Various works around village | 294.00 |
| Moulton Nurseries | Plants | 180.27 |
| Boston Seeds | Wildflower seeds | 599.99 |
| Sharp | Copying charges | 14.63 |
| D Starkings | Hedgecutting | 216.00 |
| Micro-Tec Services  | Projector and leads | 620.40 |
| Caroline Crane | Foodbank purchases | 17.32 |
| SLCC | Training courses for clerk | 258.00 |
| TT Jones  | Lighting repairs | 1,487.28 |
| **Balance c/f 25.10.21** |  | 191,954.05 |
| **Balances in Savings:** |  |  |
| Government Stocks | Gilts | 135,079.00 |
| BDC | Parish investment scheme  | 251,002.65 |
| Cambridge B/Soc | Instant access | 91,636.36 |
| Lloyds Bank | 32-day notice | 102,233.19 |
| Nationwide B/Soc | 45-day saver | 91,418.75 |
| Total monies |  | 863,324.00 |
| Loan | Acle Recreation Centre | 11,250.00 |
|  |  | 874,574.00 |

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|  | Outstanding commitments: Parking amendments.Wendy Kenny had checked the September online payments to the bank statements, and the clerk’s bank reconciliation dated 4th October 2021. Invoices for the proposed October online payments had been shared with the councillors in advance of the meeting, together with the Actual v Budget Report for seven months. The payments were approved.It was agreed to give a donation of £50 for Royal British Legion Poppy Appeal.  |
| 7 | **RECREATION CENTRE** Trustee Barry Brooks gave a report: the Insurers have agreed to pay the claim for the disruption caused by Covid-19. The Committee continues to work on the application for grant funding for solar panels. A new defibrillator and cabinet have been installed at the rear of the building. Instead of the aerator, previously agreed, there was a request to pay for a roller mower, costing £4,980. BDC have confirmed that S106 monies can be used to pay for this. This was agreed.Barry confirmed that all groups using the Centre have been advised that there are S106 monies available for sports equipment.**Social Mug:** A new event has been started, on Wednesday mornings, in the Social Club, with cake and a hot drink available, for £2.50 per person. |
| 8 | **APPLICATION FOR A GRANT FROM THE FOOTBALL CLUB**Acle United Football Club requested:1. Higher gates on enclosure for team shelters (no S106 money) £6,057.84
2. New team shelters (S106) £4,166.67
3. Higher netting (S106 maybe) £2,416.67 + fixing £1,250.00
4. New goal posts and nets (S106) £2,574.00

Total £16,465.18The Football Association are giving grants of 70% towards all these costs = 11,525.63, with S106 funding from BDC of £3,122.20, so the Parish Council would need to fund £1,817.35, which could come out of the Community Infrastructure Levy funds. This was agreed. It was noted that planning permission is not needed on land owned by the Parish Council for items that are less than 4m high and less than 200m3.Jackie Clover, Barry Coveley and Jamie Pizey took no part in the voting as trustees of Acle Recreation Centre. |
| 9 | **ACLE CRICKET CLUB**It was requested that the Parish Council pays for new practice nets (costing about £7,500) and covers for the wicket, with an estimated cost of £3,450, (using S106 money), It was confirmed that the Cricket Club had been unable to find any grants towards these costs. This was agreed.Jackie Clover, Barry Coveley and Jamie Pizey took no part in the voting as trustees of Acle Recreation Centre. |
| 10 | **CHOCOLATE BOX BUILDING**Broadland DC is offering grants for up to £1,000 for refurbishment of shop frontages. They agreed to pay the £857 cost of the reinstated front window, up to £1,000 if it comes in more expensive. |
| 11 | **FORMER BARCLAYS BUILDING** Discussion was deferred to the end of the meeting. |
| 12 | **LAND FOR NEW CEMETERY**The Highways Search is still awaited. Mills & Reeve will get a quote for insurance to cover the uncertainly over the right of access. The draft Transfer is with the vendor’s solicitor at present. Mills & Reeve will prepare the paperwork for signing. It was agreed that Tony Hemmingway and Barry Coveley could sign the contract on behalf of the Council.A resident has offered to buy three trees for the village and it was suggested that these could be sited at the new cemetery. |
| 13 | **ACLE AND DISTRICT MEN’S SHED**Carters have offered to donate up to a two days’ cranage to get a modular building or two onto the site at the Recreation Centre, between the outdoor bowls and the Swallowtail Place site. They anticipate having a crane on the Swallowtail Place site until the Spring. The Men’s Shed committee is investigating ways to construct access from Habgood Close end of the land, and possibility of a disabled access. The Recreation Centre committee has offered an occupational licence for the land for £1pa.It was agreed to fund up to £20,000 for the project, to keep the ownership of the buildings and to rent the buildings to the Men’s Shed for 1% of the total cost of the project. |
| 14 | **HIGHWAYS** |
| 14.1 | **VAS:** no report this month. |
| 14.2 | The proposal for a **40mph speed limit on Leffins Lane** was supported. The councillors would have preferred a 30mph speed limit, but NCC said that due to the lack of frontages and because development is taking place only on one side of the carriageway it wouldn’t comply with Norfolk’s Speed Management Strategy and it would also be difficult to enforce a speed limit lower than 40mph in this location. |
| 14.3 | NCC have offered to install **bicycle racks** on the Barclays site, behind the concrete bollards, behind the bus shelter. They also wish to put some in at Primary School. This was supported. |
| 14.4 | It was agreed to monitor parking at the top of **Mill Lane** once the new houses have been occupied. |
| 14.5 | Residents have reported that a nameplate is needed for **Barclay End and Bullwark**, which are accessed from the track to the side of the exit from Barclays. The clerk will speak to BDC about this, but it was agreed that some signage might be able to be added to the pillar adjacent to the exit from Barclays. |
| 14.6 | The clerk emailed TT Jones to check that they will be coming to the village to check the **Christmas lights**. Tony Hemmingway offered to switch on the lights along the shop frontages. |
| 14.7 | The clerk will contact NCC to ask if an additional streetlight could be installed outside The Limes as it is very dark. |
| 14.8 | It was noted that Reedham Road is to be closed temporarily, by Anglian Water.  |
| 15 | **ASSETS OF COMMUNITY VALUE** Land or buildings where the use currently, or in the recent past, furthers the social wellbeing, or the cultural, recreational or sporting interests of the local community can be nominated as Assets of Community Value. It was agreed to apply for the former Lloyds Bank (known as The Hair Sanctuary) to be re-listed, and to apply for the Old Station Road and the Sale Yard to be listed. |
| 16 | **CUPPA CARE VISITS**Cuppa Care is a mini-bus that visits villages to offer a listening ear, advice and refreshments, including support from Hear for Norfolk, Age UK Norwich, Vision Norfolk, Norfolk LGBT+ Project, Norfolk and Waveney Mind, Norfolk CAB, Age UK Norfolk and The Wellbeing Service. Given that the weather is no longer suitable for people to sit outside, it was agreed to pay for the room hire at the Methodist Church for the next three visits at £10.20 per hour, on 1st November, 13th December and 10th January. |
| 17 | **JUBILEE WOOD**Acle Lands Trust volunteers have cleared the path in Jubilee Wood and removed the old tree guards. Norfolk County Farms have confirmed that contractors are due to thin the woodland shortly and that it is planned to plant strips of trees along A47. |
| 18 | **EVENTS**Angela Bishop reported on plans for the Christmas Carol Event, and the Jubilee Events in 2022. Two Christmas trees have been ordered, one for The Green and one for the Carol Event at the Recreation Centre. |
| 19 | **NEXT MEETING –** Monday,29th November 2021, at 7.00pm in the Methodist Church |

**At this point it was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public** **to discuss management of the Chocolate Box and Barclays refurbishment and applications for the Deputy Clerk & Assets Manager post**

**THE CHOCOLATE BOX BUILDING AND BARCLAYS BUILDING**

A series of quotes have been received for various professional roles for the refurbishment. The clerk was asked to contact the architect to discuss these further.

**DEPUTY CLERK AND ASSETS MANAGER**Nine applications had been received. It was agreed to invite four people for interview. The interview panel to be Angela Bishop, Barry Coveley and Pauline James.

There being no further business, the meeting was closed.

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