Acle Parish Council

Meeting Date: Monday, 13th December 2021  
Venue: Acle Methodist Church  
at 7.00p.m.

**PRESENT:**   
Chair: Angela Bishop

Vice-Chair: Jamie Pizey  
Councillors: Sally Aldridge, Sarah Carter, Jackie Clover, Barry Coveley, Indra Goodson, Tony Hemmingway, Hannah Jackson, Wendy Kenny, and David Stephenson.  
Also, Parish Clerk, Pauline James, and Deputy Clerk, Becky Furr.

Seven members of the public were present. Matters raised included

District & County Councillor Lana Hempsall gave a report: She has agreed a donation to Acle Football Club. NCC has extended free school meals over Christmas to eligible families.

Lana was asked to speak to Norfolk County Council about drainage issues in St Edmunds Road and emptying the holding tank on the Recreation Centre land. She has signed off the parking scheme.

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| 1 | | **APOLOGIES** were accepted fromRichard Powell. | |
| 2 | | **DECLARATIONS OF INTEREST** Jackie Clover, Barry Coveley and Jamie Pizey reminded the meeting that they are Trustees of Acle Recreation Centre. David Stephenson’s wife is on the Pre-School Committee and Staff. Indra Goodson confirmed she is a good friend of Louisa Mutton (re Chocolate Box). Wendy Kenny and Jamie Pizey are on the Committee for Acle Society. | |
| 3 | | **MINUTES** The minutes of the meeting of 29th November 2021 were agreed to be correct, and were signed by Angela Bishop, as Chair of the Parish 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: Christmas parcels will be delivered to the families on 18th December. Various donations have been received and some food vouchers are available for families supported by the foodbank. | |
| 4.2 | | **Acle Beeline**: The clerk reported on correspondence from the grasscutting contractor stating they will keep weedkilling to a minimum next year. Some weedkilling is done to reduce the risk of Hand-Arm Vibration Syndrome. Wendy Kenny and Jackie Clover volunteered to hand weed around the various pieces of street furniture on The Green, to avoid the need for any weedkilling. | |
| 4.4 | | **Rent for land at Primary School for Fletcher Room** Norfolk Property Services, as agents for Norfolk County Council, have justified the increase in ground rent to £2,640p.a., by giving examples of other sites where the rent is higher than this. They said it was possible that the rent could remain at £350pa, in the short-term, if the Pre-School remains the tenant. They have offered to increase the term of the lease so that 25 years remain, from the date of the change in the lease. This was noted. | |
| 4.5 | | Norfolk County Council is still awaiting committee approval for the **parking restrictions** scheme. It is hoped that the scheme would be put in place in the first quarter of 2022. | |
| 4.6 | | NCC sent details of a scheme to work with three parishes to reduce **flood risk. Reclaim the Rain** aims to promote and improve resilience to both flooding and drought in at least six small rural communities across both counties (three in Suffolk and three in Norfolk), with the aim to deliver a partnership approach to holistic water management that reuses surface water runoff by agriculture, industry, communities and the environment with nature-based solutions.  The councillors expressed interest in the village being included in this scheme. | |
| 4.7 | | It was agreed to renew the subscription to the East Norfolk Transport Users Association, being £10. | |
| 5 | | **PLANNING** | |
| 5.1.2 | | **Land North of Damgate** **Lane** – 4 self-build dwellings (outline) (20212094). The councillors had previously agreed that they had no objections to the application generally, but had concerns about the removal of some of the front hedge. The agent has proposed that the remaining hedge be protected. The councillors welcomed protection of the hedge but felt that no further comment was appropriate. | |
| 6 | | **FINANCE** The finance report had been shared with all councillors in advance of the meeting, and posted on the website: |
|  | | |  |  |  | | --- | --- | --- | | **Receipts:** |  | £ | | 42 The Street | Rent | 397.50 | | Chocolate Box | Rent | 650.00 | | Various | Funerals and memorials | 180.00 | | Broadland DC | S106 monies towards sports equipment | 6,192.50 | | Upton PC | Share of expenses | 72.05 | | BDC | Lottery re foodbank | 65.00 | | UK Power Networks | Wayleaves | 224.02 | | Various | Donations for Foodbank | 350.00 | | Indra Goodson | Cash for Christmas tree | 70.00 | | **Payments made:** |  |  | | Caroline Crane | Foodbank purchases | 61.90 | | SWALEC DD | Streetlighting | 745.73 | | Info. Com | Subscription | 35.00 | | **Online payments:** |  |  | | Employment costs: |  | 6,069.37 | | Acle Rec Centre | Youth Club room hire | 120.00 | | BDC | Rates at Barclays | 998.00 | | BDC | Rates at offices at Chocolate Box | 292.00 | | Micro-Tec | Laptop and printer | 1,210.80 | | Hugh Crane Cleaning | Supplies | 46.45 | | Nfk Ass’n | Training | 45.60 | | SLCC | Subscription | 215.00 | | Methodists | Room hire | 102.00 | | Sharp | Copying | 18.04 | | T T Jones | Lighting repairs | 3,759.53 | | KLM Building | Repairs at public toilets | 798.23 | | Mr Allen | Annual footpath fee | 50.00 | | **Balance c/f 13.12.21** |  | 172,418.34 | | **Balances in Savings:** |  |  | | Government Stocks | Gilts | 134,633.00 | | BDC | Parish investment scheme | 251,002.65 | | Cambridge B/Soc | Instant access | 91,636.36 | | Lloyds Bank | 32-day notice | 102,238.16 | | Nationwide B/Soc | 45-day saver | 91,418.75 | | Total monies |  | 843,347.26 | | Loan | Acle Recreation Centre | 11,250.00 | |  |  | 854,597.26 | |
|  | | Outstanding commitments: Parking amendments.  A new systemiser has been ordered for the men’s toilets.  Wendy Kenny had checked the November online payments to the bank statements, payments between meetings, the clerk’s bank reconciliation dated 30th November 2021 and the cash balances to the cashbook, and relevant bank statements.  Invoices for the proposed December online payments had been shared with the councillors in advance of the meeting, together with the Actual v Budget Report for nine months. The payments were approved. | |
| 7 | **RECREATION CENTRE** Trustee Barry Brooks gave a report: the majority of the Trustees had agreed that two modular buildings could be sited on the land in front of the Indoor Bowls centre, see item 11.  A surveyor has been booked to check the roof of the Indoor Bows to ensure it is safe for the installation of solar panels.  As reported before, the Recreation Centre has been successful in obtaining a grant of £22,752, being 36% of the cost of installing 246 **solar panels** on the roof, £63,200, and requested that the Parish Council pays £30,000 towards this cost. The Trustees have decided to put all savings resulting from this scheme in an earmarked reserve for pay for additional solar panels.  The Parish Council had previously put £20,000 in the budget for this item, following the decision in November 2020 to support this project in principle. It was agreed to pay for work totalling £20,000, and to lend the Recreation Centre £10,000, over ten years, to enable the work to take place. The Council was thanked for its support.  (Jackie Clover, Barry Coveley and Jamie Pizey declared an interest as Trustees and took no part in the discussion or voting). | | |
| 8 | **CHOCOLATE BOX BUILDING** The budget suggests that, at 31.3.2023, the Council would have total monies of £877,966, including expected Community Infrastructure Monies of £136,733. This gives a guide as to the maximum possible spend on any capital projects.  It was agreed that a sub-working party of Barry Coveley, Tony Hemmingway and Jamie Pizey, with deputy clerk Becky Furr, be set up to investigate costs for the refurbishment of both the Chocolate Box and the former Barclays building, to get quotes and advice from local builders and to look into ways of reducing the costs for the projects. The sub-committee will report back to the Chocolate Box and Barclays working party and/or the full Council, as appropriate.  For the Chocolate Box building, it was agreed to repair the roof, including strengthening the roof structure as appropriate, to install the new doors and windows, but not the proposed Velux windows in the rear roof, and to get the electrics and heating updated. The decision as to whether to carry out the proposed damp-proofing will be reviewed, depending on cost. | | |
| 9 | **FORMER BARCLAYS BUILDING** As above, the new sub-working party will investigate costs and potential cost savings to refurbish the building to provide the two retail units, as proposed. The decision as to whether to extend the building to the rear for the Pre-School, or whether to postpone this for a while, will be taken once estimates have been obtained. The councillors regretted this possible delay for the Pre-School and said they were not able to say for definite that the Pre-School would eventually move into this building, if it proved too expensive to carry out the works. It was noted that the Council could apply for a loan, at low rates, to carry out this work, or to replace the existing building at the Fletcher Room site, or repairs could be carried out to the existing building. | | |
| 10 | **LAND FOR NEW CEMETERY** The Transfer has been amended by the solicitors but should be ready for signing shortly.  The budget working party suggested that the improvements to the track be left for a year because of the cost to other works. The work to sow the grass seed, fence the land and put in a hedge will be done. This was agreed. | | |
| 11 | **ACLE AND DISTRICT MEN’S SHED** The Recreation Centre Trustees have agreed to the siting of two modular buildings on the grass in front of the Indoor Bowls, so long as:  *1. We do not lose any car parking spaces, 2. It must not impinge on the installation or maintenance of the solar panels on the bowls club roof. 3. That they are decorated/ painted to fit in with the indoor bowls building 4. The Recreation Centre Trustees retain the right to have the portacabins removed if any unforeseen problems arise (eg Health & Safety, security, antisocial behaviour).*  The occupational licence would be between the Recreation Centre and the Parish Council, and then there would be an agreement between the Parish Council and the Men’s Shed.  It was agreed that the Men’s Shed could go ahead with the purchase of two modular buildings, costing £5,500 each, including delivery.  It was noted that Acle Men’s Shed is now a Registered Charity, no: 1197039.  Barry Coveley offered to consider the site to the rear of Barclays to see if the Men’s Shed buildings could be accommodated there, in the short-term. | | |
| 12 | **HIGHWAYS** | | |
| 12.1 | **VAS:** the speed monitoring device is currently on South Walsham Road. | | |
| 12.2 | It was agreed to purchase a new grit bin for Englands Road at the junction with South Walsham Road, subject to approval by NCC as to the site. There was also a request for a grit bin for Gariensis Walk. | | |
| 12.3 | The formal notice about the proposed new footway in Mill Lane has been received. This was noted. | | |
| 12.4 | The formal consultation on the proposal to restrict speeds to 40mph on Leffins Lane was noted. | | |
| 12.5 | Some streetlights were reported for repair. | | |
| 13 | **ACLE SOCIETY** Acle Society does not have enough volunteers to deliver the newsletter around the village, and it is planned instead to have 1,000 copies of Acle News printed, with the village directory as an insert, and then have these available at village businesses for people to pick up, and published online. It was agreed to give a grant of £256 to pay for the next edition.  Sarah Carter and Hannah Jackson offered to deliver some copies around the village. | | |
| 14 | **BUDGET AND PRECEPT** The Budget Working Party reviewed the papers and proposed an increase in precept to £123,360, a 7.57% increase from the current year. However, because there are additional houses in the village this year, this represents an expected increase per Band D home of 1.4%. A precept of £123,360 represents £120 per Band D home, for the year, or £10 per month, or 32.8 pence per day.  Mick Ward’s pay increases to £10/hr.  The budget suggests an expected deficit to 31.3.2022 of £109,159, before any movements from earmarked reserves and from the capital reserve.  2022/23 shows an expected surplus of £123,898 before any costs for the refurbishment of the Barclays Building and the Chocolate Box, mostly owing to CIL money of £136,733.  This was approved. | | |
| 15 | **EVENTS** Angela Bishop reported on a successful **Christmas market and carol concert**. She thanked everyone who helped with the event.  **Christmas Day Breakfast:** Indra Goodson reported that the proceeds from the craft fair will pay for the breakfast for local residents, from 9.00 to 11.00 on Christmas Day at the Recreation Centre.  **Jubilee:** Sam Nutt is organising a children’s party as part of the weekend’s events, together with the Friends of School Association (FOSA) at the primary school. | | |
| 16 | **NEXT MEETING –** Monday,31st January 2022, at 7.00pm in the Methodist Church  Church  The clerk reported that LLG (Lawyers in Local Government) and ADSO (the Association of Democratic Services Officers) are appealing to the Government to allow a return to virtual meetings, given the increase in cases of the Covid-19 virus. It was agreed that, if face-to-face meetings are felt to be inappropriate, but the law has not been changed to allow virtual meetings, then the councillors would either hold meetings outdoors in the car park, or delegate authority to the parish clerk, as last year, as appropriate. | | |

There being no further business, the meeting was closed.

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