Acle Parish Council

Meeting Date: Monday, 12th December 2022
Venue: Acle Methodist Church
at 7.00p.m.

**PRESENT:**
Chair: Angela Bishop
Councillors: Sally Aldridge, Barry Coveley, Indra Goodson, Tony Hemmingway, Wendy Kenny and Jamie Pizey. Also, Parish Clerk, Pauline James and Deputy Clerk, Fiona Richardson.

District and County Councillor Lana Hempsall sent her apologies.

There were seven members of the public present. Matters raised included the lack of a cycle route along A47 from The Windle to South Walsham Road, parking at the former Barclays car park, questions about Acle’s Neighbourhood Plan, and the possible new development south of Leffins Lane.

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| 1 | **APOLOGIES** Sarah Carter, Jackie Clover, Richard Powell and David Stephenson. |
| 2 | **DECLARATIONS OF INTEREST**Jamie Pizey, Barry Coveley and Jackie Clover reminded the meeting that they are Trustees of Acle Recreation Centre. Indra Goodson and Angela Bishop each had an interest in a payment. |
| 3 | **MINUTES**The minutes of the meeting of 28th November 2022 were agreed to be correct, and were signed by Angela Bishop, as Chair of the Parish Council. |
| 4 | **CLERKS’ REPORT** |
|  | The parish 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 and adopted. A copy is appended to these minutes. |
| 4.1 | **Community Projects**The deputy clerk reported on a meeting with officers from Broadland District Council who are keen to work with the Parish Council to provide a Food Hub in the village as Acle has been identified as a priority area based on health and social parameters. There is funding available for this, but would also require more volunteers to come forward.BDC will attend a future Parish Council meeting to explain more. The councillors expressed interest in the scheme but felt that there are unlikely to be sufficient new volunteers to run the scheme. |
| 4.2 | **Social Prescribers and Community Connectors**The clerk met with one of the local Community Connectors. Details of the two Community Connecters have been publicised on facebook and the Council’s websites, and the posters will be enclosed in the forthcoming foodbank parcels. Residents can make an appointment via Acle Medical Centre for help and advice. |
| 4.3 | Broadland District Council said that they would be unable to attend any local events to assist residents to apply for photo identity cards for the elections in May. The scheme for residents to apply for a **Voter Authority Certificate** will be launched in the New Year. The clerk and deputy clerk plan to host a session to help residents apply online.  |
| 4.4 | The hedge planting at the **new cemetery** was postponed as the plants were not available in time.The adjacent landowner has not replied to the clerk’s request that a water pipe be installed along the boundary. It was agreed to go back to Anglian Water to discuss connecting via Orchard Close, or putting in a new supply from a nearby house. |
| 4.5 | **Acle Safer Neighbourhood** **Team** will continue to prioritise speeding and anti-social behaviour. Crime remains low in the area. |
| 4.6 | A consultation letter re **Acle Primary** **School converting to academy status** and joining the St Benet’s Trust was noted. |
| 4.7 | Sally Aldridge reported that donations at the recent **Carols on The Green** raised £147.89 for the foodbank. Indra Goodson donated £532 for the foodbank from the recent **Craft Fair.** |
| 4.8 | District Councillor Lana Hempsall obtained an update re the refurbishment of the **public toilets** – BDC have had the works costed and are looking at drawing up a schedule of works in the New Year. |
| 4.9 | The Royal British Legion reported that the local **Poppy Appeal** raised £9,520.57.  |
| 4.10 | The clerk has searched Land Registry documents for ownership of the land in New Road. The Travelodge site is listed, and a strip along the verge of New Road is registered to National Highways, but no one has registered the land between the Travelodge and Heron’s Flight. |
| 5 | **PLANNING** |
|  | **No new applications or results.** |
| 6.1 | **FINANCE REPORT**The finance report had been shared with all councillors in advance of the meeting: |
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| **Receipts:** |  |  £ |
| 42 The Street | Rent  | 897.50 |
| Broadland DC | Lottery income for foodbank | 16.00 |
| Donation for foodbank | Craft fair | 532.00 |
| Donation for foodbank | Residents and charities | 175.00 |
| Broadland DC | S106 monies – Youth Football equip’t | 8,544.40 |
| Acle Rec Centre | Loan repayment | 1,875.00 |
| Various | Burial fees or memorials | 640.00 |
| Upton PC | Share of costs | 213.76 |
| UKPN | Wayleaves | 224.89 |
| **Payments made:** |  |  |
| WT Construction | Payment cancelled | -9,725.40 |
| WT Construction | Revised payment | 4,801.70 |
| SWALEC DD | Electricity for streetlighting | 699.03 |
| Info Comm DD | Subscription | 35.00 |
| London Stock Exch | Annual fee for gilts | 78.00 |
| Fiona Richardson | Expenses | 4.85 |
| Angela Bishop | Expenses | 7.00 |
| Indra Goodson | Prizes  | 14.00 |
| Roger Impey | Travel costs for foodbank | 7.20 |
| Mills & Reeve | Legal fees | 2,429.64 |
| **Cheque payments:** |  |  |
| M Allen | Annual footpath fee | 50.00 |
| ENTUA | Subs | 10.00 |
| **Online payments at meeting:** |  |  |
| Employment costs | Employment, NI, pension and exps | 7,003.86 |
| Copy IT | Copying (incl newsletters) | 107.10 |
| SLCC | Subs for Pauline and Fiona | 420.00 |
| KLM | Repairs at public toilets | 237.52 |
| Acle Rec Centre | Room hire for youth club | 148.75 |
| Broadland DC | Rates for Barclays Building | 998.00 |
| Broadland DC | Rates for Brian Grint Centre | 292.00 |
| Hugh Crane Ltd | Supplies | 281.97 |
| Dunelm | Foodbank supplies | 156.00 |
| A L Shearing | Christmas tree | 300.00 |
| T T Jones | Christmas lights  | 1,968.00 |
| T T Jones | Repairs to lights and new lanterns | 551.46 |
| **Balance c/f 12.12.22** |  | 119,017.07 |
| **Balances in Savings:** |  |  |
| Government Stocks | Gilts (as at 5th October 2022) |  87,536.00 |
| BDC | Parish investment scheme  | 251,444.41 |
| Nationwide B/Soc | 45-day saver  | 91,601.58 |
| Total monies |  | 549,599.06 |
| Loan | Acle Recreation Centre | 9,375.00 |
|  |  | 558,974.06 |

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|  | Invoices for the proposed December payments had been shared with the councillors in advance of the meeting. The clerk’s bank reconciliation as at 5th December was checked by Barry Coveley, along with all payments between meetings. The clerk shared a report of Actual v Budget receipts and payments for nine months. The payments were approved. |
| 7 | **RECREATION CENTRE**  |
| 7.1 | The Occupational Licence has been received for the Acle Lands Trust shed on the Recreation Centre land, which the Parish Council purchased:£0 per year1st January 2023 – 31st December 2028Shed on land to be leased by APC to Acle Lands Trust3 months’ noticeAPC to insure the shed and have PLI The deputy clerk will sort out a lease between Acle Parish Council and Acle Lands Trust. |
| 7.2 | Trustee Barry Brooks gave a report: The Charity had a VAT audit which confirmed that the Charity cannot allow groups to use rooms without charge. Confirmation of the grant for electric vehicle charging points has still not been received. |
| 7.3 | There has been no reply yet from Saffron Housing about the run-off from the Swallowtail Site onto the Recreation Centre land. |
| 8 | **CHOCOLATE BOX AND BRIAN GRINT CENTRE** |
| 8.1 | There has been one site meeting since the last Parish Council meeting, for members of the Refurbishment Working Group. |
| 8.2 | The refurbishment is nearly complete. Once it is complete the clerk will pay the final bill, less a 2.5% retention, and there is a remedial period of two months for any faults to be rectified. |
| 8.3 | The builders moved the foodbank items back into the Brian Grint Centre. |
| 9 | **FORMER BARCLAYS BUILDING** |
| 9.1 | There has been one site meeting since the last Parish Council meeting, for members of the Refurbishment Working Group. |
| 9.2 | The Tenant Group (Angela Bishop, Jamie Pizey and the deputy clerk, with the parish clerk) met to review proposed Heads of Terms for the leases. |
| 9.3 | After some discussion it was agreed to name the building Acorn House. The deputy clerk will check the name with Broadland District Council and then get the name changed. |
| 9.4 | The deputy clerk will obtain quotes for the replacement of guttering around unit 3, and repairs to the flat roof. |
| 9.5 | It was noted that the plan now is to pave the frontage, rather than using asphalt.  |
| 10 | **PRECEPT AND BUDGET** |
| 10.1 | Estimated accounts for the year to 31st March 2023 suggest a deficit of £59,500, after transfers to and from earmarked reserves, and after using the capital reserve. This includes all expected costs for the refurbishment of the Council’s buildings and the works for the new cemetery. All of the Community Infrastructure Levy monies will be used on community assets. |
| 10.2 | The estimated budget for the year to 31st March 2024 suggests a deficit of £14,578 after transfers to and from earmarked reserves.  |
| 10.3 | Rents from the Chocolate Box and any tenants in the commercial units will be paid to Acle Borderland Trust, and the monies in Acle Borderland Trust, which is a registered charity, can be applied for the benefit of Acle residents, so it is planned to pay for items, such as play area repairs and local donations, from this charity. This means that some of the expected deficit for 22-23, and all of the expected deficit for 23-24, can be covered by grants from the Charity. |
| 10.4 | BDC has provided the estimated number of average Band D homes, which has increased from 1,028 to 1,077. |
| 10.4 | It was agreed to increase the precept from £123, 360 to £129,240. Because of the increase in houses in the village this means that there should be no change in the share of the precept per household, remaining at £120.00 pa for a Band D home, but it will generate an extra £5,880 for the Council’s funds. |
| 11 | **HIGHWAYS** |
| 11.1 | The deputy clerk confirmed that she has reported the drain by the bus shelter near the former Barclays building to NCC Highways, as the runoff from The Street causes flooding in that area. |
| 11.2 | A hedge which overhangs the footway in The Street will be reported to NCC Highways. |
| 12 | **NEXT MEETING –** Monday,30th January 2023, at 7.00pm in the Methodist Church |

There being no further business, the meeting was closed at 20.30 pm.

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