Acle Parish Council

Meeting Date: Monday, 27th February 2023  
Venue: Acle Methodist Church  
at 7.00p.m.

**PRESENT:**   
Chair: Angela Bishop  
Councillors: Sally Aldridge, Sarah Carter, Jackie Clover, Barry Coveley, Indra Goodson, Tony Hemmingway, Wendy Kenny, Jamie Pizey, Richard Powell and David Stephenson. Also, Parish Clerk, Pauline James and Deputy Clerk, Fiona Richardson.

District and County Councillor Lana Hempsall gave a report: she is holding a public meeting for Acle residents on any local matters on 7th March, and a public meeting about the proposed travellers’ site on 8th March. The new food waste collection service has been very successful.

There were twenty-two members of the public present. Matters raised included the proposed travellers’ site at A47/B1140 junction, traffic calming measures. Organisers of Acle Winter Beer Festival thanked the Parish Council for their financial support – the surplus raised will be paid to local schools’ fundraising groups. Diane Fisher, Dennis Fisher and Tom Hiller confirmed their interest in being renominated as Trustees of Acle Recreation Centre.

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| 1 | | **APOLOGIES** None | | |
| 2 | | **DECLARATIONS OF INTEREST** Jamie Pizey, Barry Coveley and Jackie Clover reminded the meeting that they are Trustees of Acle Recreation Centre. Angela Bishop, Tony Hemmingway and Barry Coveley each had an interest in payments. | | |
| 3 | | **MINUTES** The minutes of the meetings of 30th January and 20th February 2023 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 | | Broadland District Council and Norfolk County Council have been discussing the **Countywide Local Cycling and Walking Infrastructure Plan.** This will be out for consultation in March. NCC have confirmed “there is no immediate funding but it will enable us (and others) to seek funding and enable the delivery of these much needed improvements”. This was noted. | | |
| 4.2 | | The consultation on the **GNLP Gypsy and Traveller Sites Consultation** is open for comments. The proposed local site is on the land next to A47, next to the planned B1140 flyover. The councillors objected to the plans on the grounds that it is a very poor location for any housing, with poor air quality and noise pollution from the road, no safe pedestrian access to facilities including schools, questions over connections to water supply and sewerage, and concerns about the capacity at the Medical Centre. | | |
| 4.3 | | **NCC County Deal**  NCC says: Agreeing a County Deal for Norfolk would mean that, from 2024 onwards, we can:  ● Have a Council Leader who is directly elected by the public, with the first election in May  2024  ● Target funding and resources to Norfolk’s own priorities  ● Attract and retain new and key businesses and sectors  ● Invest in the skills we know we need  ● Unlock housing and employment sites  ● Raise our profile nationally, enabling our voice to be heard by Government and help  shape future policies  Under a Deal, Norfolk would receive a £20 million investment fund, every year for 30 years.  There would also be specific funding for integrated transport, brownfield development (£7  million), adult education, and infrastructure (£5.9 million for housing, regeneration and  development, during this Spending Review period).  The councillors had no comments to make. | | |
| 4.4 | | The newly appointed Water & Flood Risk Officer, Nathan Harris, is co-ordinating an **Ordinary Water Course Review, leading to a parish level Surface Water Management Plan:**  ● The mapping of ordinary water courses,  ● Mapping the areas of known & potential risk,  ● Asset mapping,  ● Potential maintenance regime development and  ● Identifying ways residents can be resilient  The intention is that the Surface Water Management Plan would be owned by the Parish Council,  but be produced in close partnership with NCC, with NCC providing overlying guidance, report  structures, technical guidance and support with the mapping process. The councillors supported this. | | |
| 4.5 | | The YMCA have put forward much higher costs to run the youth club from September. The clerk will query the increased cost. | | |
| 4.6 | | The **Norfolk Pension Fund employer’s rates** have dropped from 24% this year, to 23.5% for 23/24, then 23% for 24/25, then 22.5% for 25/26. This was noted. | | |
| 4.5 | | **New Cemetery** On Wednesday 15th February the Bure Valley Conservation Group and volunteers planted the eastern boundary at the new cemetery. The councillor thanked all who turned out to help. Richard Powell and his son have been watering the new hedgerow as and when required.  The next date for the hedgerow planting is scheduled for Wednesday 8th March. The earth along the western boundary needs to be flattened before this can happen as currently the furrows are too deep. | | |
| 4.6 | | **Legionella** Rick Goodley is happy to take on the Legionella monthly checks, together with Jamie Pizey’s help. | | |
| 4.7 | | Angela, Barry and the parish clerk attended a **School Parliament** session at Acle Academy. The young people raised a few issues with us:   * Improving disabled access * Litter picking * The poor state of the public toilets * A zebra crossing on South Walsham Road * Better bus links from the villages to Acle * Bus shelters in the other parishes * Speeding * Water refill stations (it was agreed to include the new units at Barclays in this scheme) * Financial assistance for those who can’t use the school buses | | |
|  | | Barry Coveley will arrange a visit for **Wensum Trust** staff to look round the Recreation Centre so that they can see what facilities are on offer. It is very important that any new sports facilities at the Academy do not overlap with those at the Recreation Centre. | | |
| 4.9 | | The new Temporary Assistant Clerk post has been advertised, for 8-10 hours per week, with a closing date of 10th March. It was agreed that the councillors would meet to short-list candidates for interview. The interview panel will be Angela, Jamie and Fiona. | | |
| 5 | | **PLANNING** | | |
| 5.1 | | **Southacre, 21 South Walsham Road** – single storey garden gym (2023\_0306). It was agreed, as with similar planning applications to request that a condition be added such that the building cannot be used for overnight accommodation and can only be used ancillary to the main dwelling. | | |
| 5.2 | | It was noted that South Norfolk and Broadland District Council have agreed to establish a Joint Venture Company to source mitigation and to sell credits to developers to enable them to demonstrate that housing schemes are **nutrient neutral**. This should enable some planning applications to go ahead, which are currently on hold due to the restraints from Natural England. | | |
| 5.3 | | **Planning results from Broadland District Council:** | | |
|  | | 1. **Beaconsfield House, The Street** – change of use from residential dwelling (C3) to children’s home (C2) – approved. (No more than 4 children (aged between 11 – 17 years), access and on-site car parking must be laid out before prior to first occupation). | | |
| 6.1 | | | **FINANCE REPORT** The finance report had been shared with all councillors in advance of the meeting: |
|  | | | |  |  |  | | --- | --- | --- | | **Receipts:** |  | £ | | 42 The Street | Rent | 897.50 | | 44 The Street | Rent | 600.00 | | Broadland DC | Lottery income for foodbank | 20.00 | | Barratt & Cooke | Repayment of cash on account | 15,000.00 | | Donation for bench | Memorial bench at cemetery | 632.50 | | Various | Burial fees or memorials | 1,440.00 | | Community First Resp | Repayment of donation | 2,500.00 | | **Payments made:** |  |  | | WT Construction | Former Barclays building | 20,000.00 | | SWALEC DD | Electricity for streetlighting | 790.71 | | Telecoms World DD | Foodbank and Barclays phones | 70.79 | | Abbey Memorials | Repairs | 2,430.00 | | ADM Plumbing | Gas check at flat 44 | 102.00 | | Jeremy Belgrave-Lock | PAT test | 5.00 | | Rhino | Plywood for throne | 23.46 | | Orwell Mencap | Memorial bench | 632.50 | | Barry Coveley | Expenses | 40.65 | | Fiona Richardson | Expenses | 37.87 | | Acle Methodists | Room hire | 69.55 | | Tony Hemmingway | Expenses | 30.00 | | Angela Bishop | Expenses | 40.00 | | Green-Tech | Matting etc for hedging | 614.40 | | SSE | Electricity at Barclays | 41.65 | | David Jones | Plumbing repairs at flat 42 | 74.00 | | Total gas & power | Electricity at public toilets | 41.34 | | Flameskill | Fire extinguishers | 459.53 | | Wilkersons | Consumables | 29.48 | | Wensum Print | Banners for Beer Festival | 240.00 | | Barratt & Cooke | Annual bank charges | 72.00 | | **Online payments at meeting:** |  |  | | Employment costs | Employment, NI, pension and exps | 6,950.50 | | SLCC | Training | 76.00 | | Hugh Crane Ltd | Supplies | 235.65 | | WT Construction | Final payment for BG Centre | 4,341.16 | | WT Construction | On account re Barclays | 4,559.20 | | T T Jones | Repairs to lights and new lanterns | 555.84 | | **Balance c/f 27.02.23** |  | 36,310.27 | | **Balances in Savings:** |  |  | | Government Stocks | Gilts (at latest valuation) | 75,634.00 | | BDC | Parish investment scheme | 251,444.41 | | Nationwide B/Soc | 45-day saver | 91,601.58 | | Total monies |  | 454,990.26 | | Loan | Acle Recreation Centre | 9,375.00 | |  |  | 464,364.26 | |
|  | Invoices for the proposed February payments had been shared with the councillors in advance of the meeting. All payments made between meetings were checked to bank statements by Sarah Carter. The clerk shared a report of Actual v Budget receipts and payments for eleven months. The payments were approved. | | | | |
| 7 | **RECREATION CENTRE** | | | | |
| 7.1 | The councillors re-appointed the following as Parish Council-appointed Trustees of the Recreation Centre: Diane Fisher Joe Aldous  Sarah Cameron  Jackie Clover Barry Coveley Dennis Fisher Denis Goodley  Tom Hiller Jamie Pizey | | | | |
| 7.2 | Trustee Barry Brooks gave a report: the insurance renewal is higher this year. The cost of gas and electricity are much higher than before. | | | | |
| 8 | **CHOCOLATE BOX AND BRIAN GRINT CENTRE** | | | | |
| 8.1 | There have been two site meetings since the last Parish Council meeting, for members of the Refurbishment Working Group. The Group agreed that all the snagging items had been completed satisfactorily so the retention will now be paid. | | | | |
| 8.2 | Quotes for resurfacing the area to the side of the building. This was moved to closed session at the end of the meeting. | | | | |
| 8.3 | VAT advice. This was moved to the end of meeting | | | | |
| 9 | **FORMER BARCLAYS BUILDING** | | | | |
| 9.1 | There have been two site meetings since the last Parish Council meeting, for members of the Refurbishment Working Group. | | | | |
| 9.2 | BDC have confirmed that the building can be re-named Folly Tree House. | | | | |
| 9.3 | Jackie Clover and Indra Goodson will consider possible tree logos/designs for the outside of the building. | | | | |
| 9.4 | Councillors who are not on the Refurbishment Working Group were invited to look round the inside of the building on Wednesday, 1st March. | | | | |
| 9.5 | Update on tenants – this was moved to private session at the end of the meeting. | | | | |
| 10 | **HIGHWAYS** | | | | |
| 10.1 | There was some discussion about tidying up the village green area, with some interest in sponsorship. Jackie Clover offered to sort out the watering of the plants. Fiona is sorting out permission to put up the fingerpost and mapboard. | | | | |
| 10.2 | Ongoing issues were reported with parents and carers parking inconsiderately outside the primary school. The local Highways team have highlighted that there is an existing “School - Keep Clear” marking outside the immediate entrance to the school. It is unlikely that other restrictions could be considered in this location. | | | | |
| 10.3 | The clerk reported to NCC that a resident had said they fell when getting off the bus at the stop outside Barclays. NCC said, “Really sorry to hear about this accident and hope they are ok and recovering.  The footway at the bus stop/layby near Barclays bank is very narrow adjacent to accesses to third party parking areas.  The local Highways team will arrange a further inspection of footway itself in lieu of this report.  The team are also aware of the deterioration of the section of the road itself near the bend in this area and have put that on a brief for future resurfacing funding – although we are still awaiting to hear from government what our Highways funding levels will be from April 2023 – but we are expecting a really challenging settlement.” | | | | |
| 10.4 | Jamie reported on results from the mobile speed monitoring device; drivers continue to drive too fast along South Walsham Road, with most speeding occurring at weekends. | | | | |
| 11 | **EVENTS** | | | | |
| 11.1 | Angela reported on plans for the weekend. | | | | |
| 11.2 | Preparation has started for 8 weeks of the summer market, from 15th June. | | | | |
| 12 | **FINANCE POLICIES**  The following documents were approved and adopted: **Finance Regulations Review of Internal Controls Review of Internal Audit Role of the Responsible Financial Officer Risk Assessment** | | | | |
| 13 | **NEXT MEETING –** Monday,27th March 2023, at 7.00pm in the Methodist Church  Agenda items: bus stop at Barclays, Beeline scheme and a possible NCC grant to refurbish the pill box. | | | | |
|  | **At this point it was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public to discuss surfacing works, roofing quotes and potential tenants.** | | | | |
| 13.1 | **VAT advice -**  The clerk reported on online meetings with our barrister and our VAT adviser. | | | | |
| 13.2 | The deputy clerk reported that she had had difficulties getting further details for the quotes for the **asphalt area** to the side of the Brian Grint Centre and would revert to the other contractor. This was noted. | | | | |
| 13.3 | The clerks gave an update on the proposed **tenants** for the units at Folly Tree House/Barclays. | | | | |

There being no further business, the meeting was closed at 9.09pm.

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