Acle Parish Council

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

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

District and County Councillor Lana Hempsall gave a report: Further documents have been submitted to the Broadland DC site re the planning application for land south of Leffins Lane. Many responses had been received re the proposal for a travellers’ site next to the A47. Norfolk County Council has agreed to do a site visit to see if the bus stop in front of Folly Tree House can be improved.

There were seven members of the public present. Matters raised included potholes.

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| 1 | **APOLOGIES** Barry Coveley and Jamie Pizey |
| 2 | **DECLARATIONS OF INTEREST**Jackie Clover reminded the meeting that she is a Trustee of Acle Recreation Centre. Angela Bishop had an interest in payments to her daughter, Scarlett, and some expenses. |
| 3 | **MINUTES**The minutes of the meetings of 27th 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 | **YMCA staff for Acle Youth Club** YMCA have confirmed the quotes for the next 12 months:Gold- £21,500 ) the difference is the level of reporting Silver- £19,500 )Bronze- £18,000 )The prices are based on three workers attending the youth group, providing a junior and senior provision across a total of three hours, with set up and pack down time included. The cost for 22/23 was £9,516 for the year. Acle Parish Council also pays for the room hire.The councillors were very concerned about this large increase in cost. The clerk was asked torequest that the YMCA continue to run the youth club for the summer term, at the existing rate, while alternatives are considered.It was agreed that a working party should meet to look at alternatives; Angela Bishop, Sarah Carter, Jackie Clover, Wendy Kenny and David Stephenson.  |
| 4.2 | **Mindful Towns:**South Norfolk and Broadland District Council is working with the Norfolk and Suffolk Foundation Trust (NSFT) Wellbeing Service, Thriving Workplaces and Evolve to become more 'Mindful Districts'. The project offers free mental health education and awareness training to representatives of local businesses, community groups or Town or Parish Councils or any other local organisations to become 'Wellbeing Champions'. These Wellbeing Champions will then be able them to recognise mental health issues and provide low-level support and guidance to individuals in the community, alongside support from the Councils' Help Hub. There is training available in Brundall shortly.  |
| 4.3 | It was agreed to proceed with repairs to the **cemetery wall**, costing £1,350. |
| 4.4 | The organisers of **Cuppacare** do not feel that the Brian Grint Centre would be a suitable venue for their outreach services because of the size of the bus that they use. It was suggested that they might like to hold their advice sessions at Swallowtail Place.  |
| 4.5 | It was agreed to add the **Bleed Cuff Kit** in the existing defibrillator box in the former telephone kiosk, rather than purchase a custom made unit. |
| 4.6 | The notices for the Broadland District Council and Parish Council **elections** have been advertised online and on boards. Nominations must be submitted to BDC’s new offices by 4pm on 4th April. |
| 4.7 | **New Cemetery**On Wednesday 8th March the Bure Valley Conservation Group and volunteers planted the western boundary at the new cemetery. The councillors thanked all who turned out to help. Richard Powell and his son have been watering the new hedgerow as and when required.  |
| 4.8 | **Acle Police** reported that there have been four commercial burglaries on building sites and one theft from a garden shed. There have also been a few cases of conflict between families or neighbours, and some issues at Acle Academy. The Police carried out a successful speed monitoring session on A47, with officers on motor bikes, and stopped eleven drivers and issued many speeding tickets. They continue to run engagement sessions for the public to speak to an officer, at the library and at Swallowtail Place. |
| 4.9 | It was agreed to write to NCC to ask them to re-open the **Postwick Park & Ride.** |
| 4.10 | The matting has been installed for the new **swing** at Damgate Lane play area. |
| 5 | **PLANNING** |
| 5.1 | No new applications or results. |

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| 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 |
| 44 The Street | Rent | 600.00 |
| Broadland DC | Lottery income for foodbank | 16.00 |
| Acle Men’s Shed | Rent for the year | 160.00 |
| Various | Burial fees or memorials | 1,530.00 |
| Upton PC | Reimbursement of costs | 88.46 |
| **Payments made:** |  |  |
| SWALEC DD | Electricity for streetlighting | 696.73 |
| Broadland DC | Rates at BGC | 129.17 |
| Telecoms World DD | Foodbank and Barclays phones  | 71.03 |
| Total  | Electricity at public toilets | 0.37 |
| Roger Impey | Travel re foodbank | 5.40 |
| Siemens | Copier rental | 205.26 |
| Fenland Leisure | Pegs for matting | 16.80 |
| Rialtas BS | Accounts software fee | 226.92 |
| THS Leigh Sewell | EPCs at both buildings | 485.00 |
| George Taylor | Various repairs | 690.00 |
| Fiona Richardson | Expenses | 223.96 |
| Acle Methodists | Room hire | 123.05 |
| PHS | Waste collection at toilets for the year | 4,426.90 |
| SSE | Electricity at Barclays | 42.24 |
| Acle PCC | Room hire for Beer Festival | 165.00 |
| Acle Rec Centre | Room hire for youth club | 120.76 |
| **Online payments at meeting:** |  |  |
| Employment costs | Employment, NI, pension and exps | 5,867.68 |
| Sharp | Copying | 91.27 |
| Wilkersons | Consumables | 17.28 |
| Bure Valley Volunteers | Donation for hedging work | 170.00 |
| Angela Bishop | Expenses re coronation | 56.59 |
| Broadland DC | Rates at Folly Tree House | 1,158.32 |
| Broadland DC | Rates upstairs at BGC | 295.51 |
| Broadland DC | Rates downstairs at BGC | 88.91 |
| T T Jones | Repairs to lights and new lanterns | 3,549.08 |
| **Balance c/f 27.03.23** |  | 18,646.46 |
| **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 |  | 437,326.45 |
| Loan | Acle Recreation Centre | 9,375.00 |
|  |  | 446,701.45 |
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|  | Invoices for the proposed March payments had been shared with the councillors in advance of the meeting. All payments made between meetings were checked to bank statements by Jackie Clover and Wendy Kenny.The clerk shared a report of Actual v Budget receipts and payments for the twelve months to 31st March 2023, prior to adjustments for debtors and creditors. The payments were approved. |
| 7 | **RECREATION CENTRE**  |
| 7.1 | Trustee Barry Brooks gave a report: The AGM takes place on 28th March. The insurance cost had increased because the re-building costs had increased and the Trustees requested assistance with this cost from Acle Parish Council. This will be on the agenda for the next meeting. The irrigation work for the Outdoor Bowls, funded by S106 monies, has been completed. |
| 7.2 | Acle Cricket Club asked for a support for new practice nets, back in October 2021, for about £7,500. They then reported in November 2022 that the complete replacement would be about £32,000. The club is now asking for the shorter-term help, just for the netting, which is estimated to cost about £7,500, including fittings. They have a quote for the netting, without fittings, of £5,417.14. The clerk has contacted BDC to ask if there are sufficient funds to pay for this element. It was agreed to pay up to £7,500. |
| 7.3 | Acle Tennis Club asked for financial assistance with the replacement of floodlights. This can be considered when additional S106 monies have been collected by BDC. |
| 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.  |
| 8.2 | The filing cupboard from the parish clerk’s house will be moved to the office at the Brian Grint Centre, together with the older accounts files and sundry papers. The purchase of a fire-proof cabinet will be considered at the next meeting. |
| 8.3 | There was some discussion as to whether to get a commercial bin, but it was agreed for now, to ask any users to take their rubbish home. |
| 9 | **FOLLY TREE HOUSE (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 | It was **agreed** at these meetings:* To pay for a bollard on the corner of the building, to prevent damage from vehicles, costing £165
* To pay for the extra excavation works due to soakaway found at front and other service diversions and the re-asphalt after this is done, £1,500
* To pay for the breaking out and re-laying of concrete to sort out trip hazard at side of building £695
 |
| 9.3 | It was agreed to obtain prices for black **bow-top railings** for the frontage. |
| 9.4 | **Concrete base for storage container –** a quote was received to construct foundations and a ramp to the storage container that will be sited on the grass to the rear, for the market stalls and bowser. It was agreed just to proceed with the foundations. It was also agreed to consider MOT aggregate to replace the grassed surface. |
| 9.5 | It was agreed to get prices to re-do the **lining** in the car park. It was confirmed that each unit will have one parking space, and the disabled parking spaces to the side of the building will be retained. |
| 9.6 | The deputy clerk gave an update on the progress with **Anglian Water** and the new connections for the units. While there were works being done on the frontage, it was agreed that it might be appropriate to let the new tenants access the building from the rear, to start the fitting-out process. |
| 9.7 | The Parish Council’s barrister has drafted a **head lease**, to lease the building to Acle Borderland Trust. This has been sent to the Parish Council’s solicitor so that the terms of the leases to the tenants agree with the head lease. |
| 9.8 | It was agreed that decisions on any **alterations** and fitting out that new tenants want to carry out could be decided by the Refurbishment Group, such as the glass partitions requested by one potential tenant. |
| 10 | **ACLE LANDS TRUST**It was agreed to appoint Adam Fisher, Dennis Fisher, Richard Powell, Anna Rodriguez and Ken Gale to the Trust. The councillors thanked all the volunteers who do work for the Trust. |
| 11 | **HIGHWAYS** |
| 11.1 | Norfolk County Councillor Lana Hempsall has asked highways staff to meet her on site to look into the problems with access at the Barclays bus stop. |
| 11.2 | Lana Hempsall also reported that NCC has arranged for the drains in St Edmunds Road to be cleaned out again, to reduce flooding, and that a longer-term solution will be investigated. |
| 12 | **BEELINE**Richard Powell gave a report: various grassed areas have been marked out so that grasscutting does not take place, allowing wildflowers to grow. In the Autumn he will strip the turf and seed with a wildflower mix. The main issue is always the cutting and clearing. The A1064 and Jolly’s Lane have been designated as Roadside Reserves which means they will be cut less frequently.  |
| 13 | **PILLBOX AT FISHLEY**Richard reported that there are grants available to refurbish pillboxes. |
| 14 | **EVENTS** |
| 14.1 | The Coronation events have been advertised on facebook.  |
| 15 | **APPOINTMENT OF A TEMPORARY ASSISTANT CLERK**Kristina Smyth has been appointed as temporary assistant clerk, for 8-10 hours per week, for 6 – 9 months. |
| 16 | **NEXT MEETING –** Monday,24th April 2023, at 7.00pm in the Methodist ChurchThe Annual Meeting of the Parish is on 17th April 2023, at 7.00pm |