**Acle Parish Council**

**Clerks’ report for Parish Council meeting on 30th October 2023**

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| **1.** | **Matters Arising from the Meeting of 25th September (Agenda item 4)** |
| 1.1 | **KS - New Cemetery (4.1):** Following multiple options for water supply being ruled out for different reasons, I am researching underground rainwater storage tanks and pumps.  Anglian Water want £15k for pipework, we can’t use the neighbours without AW permission, and the borehole & manual pump is not an option due to distance between water & ground level. An electric pump would work however that means having to get electricity to site!  **Current Cemetery:** The inside of all hedging has been cut back by Luke Thacker.  The work being done to clear the soil along the back of the cemetery to allow more burial space has had to be delayed from 27/28 October due to the weather - the ground is too wet to hold machinery. |
| 1.2 | **KS - Fletcher Room and Pre-School (4.2):**Following last month’s meeting about more detailed quotes and possible plans for a new building, I have made contact with a number of local companies and am making progress scheduling meetings with them on site to look at the possibilities and then receive drawings and quotes for various options - full new 2-room building, replace single room building, adding additional smaller building to what already stands etc.  Pre-school have funded some external works to the surfacing between the gate and building which has taken place over the school half term holidays. (Photos in folder).  PJ, BC, TH & KS held a meeting with David Savory, chair of Pre-school today, to discuss their current financial circumstances and future forecasting to be able to factor into APC's decision on renewal of building.. |
| 1.3 | **PJ – Flooding at Beighton Road (4.3)**Sadly the gardens of the properties at Beighton Road were flooded again on Friday. The fire brigade and Clarion attended the site. Clarion have confirmed that the water did not enter any homes. |
| 1.4 | **PJ - Plastic-Free Communities (4.4)** Indra will give ideas as to prices for bags. |
| 1.5 | **FR - Public Toilets*:***  The broken gents’ toilet has been replaced.  Teri Munro (BDC) was supposed to come and look at the toilets unfortunately this was when Storm Babet hit and she had to cancel, she is going to reschedule. She has mentioned that she will speak to BDC and see if there is anything she can do her end to support our efforts in getting improvements made to the toilets.  I have had communications from BDC to say they are willing to consider paying for some much-needed general repairs, I am in the process of obtaining some quotes from local builders. I will then put a proposal forward to BDC. |
| 1.6 | **PJ - Assets of Community Value (4.6):** APC obtained Community Value status for several of our local buildings; Acle Library, the Signal Box, Acle Public Toilets and Gentleman Jack’s (former Lloyds bank). The first three expire in January so, if you wish to ask BDC to renew these, Fiona will fill in the forms to apply for these.  The Government scheme is that communities can apply to the local authority to nominate buildings or land as an asset of community value. It can be listed if a principal use of the asset furthers their community’s social well-being or social interests and is likely to do so in the future. When an asset which is listed is put up for sale, the community has a chance to slow down the sale and to put together a bid to purchase the asset. |
| 1.7 | **PJ - Street lighting (4.7):**  We have never consulted residents on the idea of turning off or dimming some of the village lights after midnight, mainly because of the criticism when other authorities tried to do this but, given that our current (cheap) rate for electricity runs out in March 2025, it might be a good idea to begin to change some lights to go off or go dim between the early hours of the morning. If you agree, Fiona could get some prices for the two options. |
| 1.8 | PJ - Donation to RBL:  You will need to decide on the amount of donation please. Last year you gave £50. We have a total budget of £3,700 for donations and have currently spent £2,285. |
| 1.9 | **FR - Weeds around the Village:**  I have put in a request to NCC to have the weeds around the village sprayed, they are going to have this sorted. |
|  | **FR** - The **Defibrillator** was showing as offline, I made contact with the manufacturers to find out what we need to do to “log on”. I had to setup a password for the Circuit, I have passed these log-on details to the gentlemen who checks our Defibrillator so he can now monitor the Defibrillator status for us. |
| 1.10 | **KS – Highways update:** The roundels for 30mph on Old Road by the crossing at Oaks Lea/The Drive that have been agreed and ordered by NCC have not yet been completed, these are on their list however no date has been given. To assist with the visibility of the walkway we wondered about purchasing an additional street nameplate for Gariensis Walk and place this in view of oncoming traffic coming from the direction of the A1064?  The bollards to stop so much parking on New Road verges have been authorised by NCC. Having looked at the area to cover, we will need 10 bollards. I am getting quotes for bollards and installation.  The large Finger Post for the village green which has been authorised by NCC to be installed will be installed by George Taylor when he has a slot to be able to do so - they have the highways maps and expertise to be able to do this work.  There are 2 flower beds on the A1064 by the 40 signs, these have fallen into a poor state in terms over being overgrown and the wooden border rotting, including some of the wood rotting - these are due to be repaired/tidied by Luke Thacker but awaiting a date.  Some of the speed posters designed by the Primary School children have been put up. There has been positive response from the public both on social media and in emails. The remaining are being put up as and when Rick Goodley is able to.  Street Furniture Licence requests have been submitted for benches on South Walsham Road (by Nursery Close walkway) & Norwich Road (near the telephone substation). |
| 2 | **Correspondence Received and Meetings Attended:** |
| 2.1 | **PJ - Youth club:** Just to let you know that the YMCA had to cancel the youth club again, on 26th September, so they will add the two evenings on to the end of our contract. They are seeking to employ more staff so as to have better cover for illness. |
| 2.2 | **PJ** - I have attended another parish forum with **BDC**. It included a talk from a new officer employed to deal with flytipping. |
| 2.3 | **PJ - Allotments and ditch in BDL:** The work is booked for 15th November. |
| 2.4 | **PJ –** Barry and I met with the Headteacher and Chair of Governors at **Acle Academy** about the multi-use sports courts adjacent to the bungalows in Mill Crescent. We did walk across to the site and they agreed that it was inappropriate to propose to install only a fence of 2m and apologised that we had not been informed of the application before it was submitted to BDC.  I have since had an email from Jake Morris, Operations Manager at the Wensum Trust telling me: *The metal fence will be 3m high with a 6m high netting around the outside of the metal fence There will be no floodlights and no after school use of the courts We are awaiting an arborist report regarding the boundary trees which we will share with you once we have received them.*  I have thanked him for these comments but have said I cannot advise you to consider the plans again on the basis of his comments in an email, and we will have to await the notification of amendments to the application.  I’ve since had another email from Jake:  *We have started working more closely with Broadland District Council as part of the Greater Norwich Growth Board. As I'm sure the Parish Council is already aware, the GNGB aims to establish leisure facilities and a sports hall in the Acle area as part of their infrastructure plan. They would like this to be placed at Acle Academy and we are obviously very keen for this to happen as it'll benefit both the community and our children.*  *In order to explore this further, BDC have secured funding to run a feasibility study for the construction of a sports hall and leisure facilities (gym, studio) at Acle Academy. They will be appointing consultants next week who will start to engage community stakeholders in the coming weeks. The purpose of this study is to identify the level of community appetite for the facilities, the level of possible demand etc and they are hoping to get views from key stakeholders including the Parish Council. They will be in touch directly but I wanted to give you the heads up in advance to let you know that this will be happening. My apologies for the short notice.*  *We're always happy to meet to discuss further and talk through any queries or concerns - it's really important to us that the school fits into the community and support it's needs.*  I have sent that to the Rec Centre to make sure that they are fully involved in this process and offered to help with contact details for local groups… |
| 2.5 | **PJ** - The discussions re the **S38 agreement** re APC taking on the street lighting on the Norwich Road site continue. |
| 2.6 | **PJ** – The **VisitAcle.com** website has been down since at least 12th September. I have chased our hosting company to ask what they are going to do about it. |
| 2.7 | **PJ** – several of us attended the event at the **Indoor Bowls** on Sunday. Denis Goodley gave a speech explaining the history of the building of the Rec Centre, which was funded by the sale proceeds from first tranche of land at Springfield, and he thanked the PC and the current and former councillors for their/your support. Three of their coaches were there to give us a lesson in bowling, which turned out to be great fun. |
| 2.8 | **PJ** – Sally won a **Helping Hand award** from BDC and Dave Savory won a **Community Hero award**. Well done to both! |
| 2.9 | **PJ** - For information, **Royal British Legion** and the Acle Army Cadet Unit will be marching from the top of Mill Lane to St Edmund’s Church on Sunday, 12th November, starting at 2.30pm. A short church service follows. The other event is on Saturday, 11th at the war memorial. |
| 2.10 | **FR** - We spoke about making an **information booklet** to send out to all residents, I have begun work on this. |
| 2.11 | **FR – Coursework:**  I have been busy with my CILCA course. |
| 2.12 | **FR** - I attended a free Budgeting & Precept **training** session. I am booked on a course on “How to be a Landlord” in November. |
| 3 | **PJ - Planning: (Agenda item 5)** |
| 3.1.1 | **Land North of Damgate Lane –** revised matters re drainage(2023/3110) – I’ve put the drawings in the folder. They are proposing to drain their surface water into the nearby watercourse, via a holding basin. |
| 3.1.2 | **The Enchanted Florist, Beaconsfield House, The Street** - (2023/3182) - Prior Approval under Class MA for the change of use from commercial, business and service (Use Class E) into residential dwelling. They previously applied for planning permission to add this to the children’s home, and were turned down by BDC. This new application is asking BDC to confirm that planning permission is not required to turn it into a residential property.  Acle’s Neighbourhood Plan does have a policy: to protect and enhance provision of small traditional retail in the village centre. |
| 3.1.3 | We’re received notification of a Proposed Upgrade To Existing Radio Base Station Installation at **Hugh Crane (Cleaning).** |
| 3.1.4 | Several neighbours have objected to the proposed sub-division of land at 12 Damgate Close 2023/2815. NCC Highways requested that the fence be set back in order to improve visibility, and BDC environmental health department requested that the proposed air source heat pump be enclosed in a sound reducing booth. |
| 3.1.5 | Land South of Leffins Lane, 200 homes – 20230159. A revised flood risk assessment has been submitted. |
| 3.2 | **Broadland District Council’s Decisions:** i) **14 Orchard Close -** extension 2023/2570. Permission granted.  ii) It was confirmed that prior notification was not required for a conservatory at **12, Priory Close** 2023/2734**.** |
|  | iii) The application for external air conditioning units at **Acle Veterinary Surgery**  got permission. **(**20222054). |
| 4.1 | **PJ - Finance Report: (Agenda item 6)** There will be list of payments, and invoices, at the meeting. |
| 5 | **Recreation Centre: (Agenda item 7)** |
| 5.1 | **PJ** - Several of us had a very pleasant tea and sandwiches at **Acle Indoor Bowls** on Sunday, and a chance to have some training on how to bowl. |
| 5.2 | **PJ** - The Rec Centre have asked if APC could use **S106 monies** for some improvements works for the grass surfaces for the outdoor bowls and cricket pitch. I have asked the BDC s106 officer.  We have received the S106 monies for the new floodlights at the tennis courts and a thank you from the tennis club. |
| 6 | **Chocolate Box and The Brian Grint Centre: (Agenda item 8)** |
| 6.1 | **FR** - After a lot of chasing up; the sub meter has been replaced with a meter so that the Chocolate Box has a separate supply from the BGC. |
| 6.2 | **FR** - I have put the heating back on a constant low in the BGC so we don’t end up with damp.  We had our first **booking** in the BGC with Acle Bakes and Cakes, it sounded as though it went well. They have another booking at the BGC in December.  Sally has suggested that it would be nice to have someone in the BGC during the Christmas period selling their Christmas wares, if anyone knows of people who may be interested please let them know we have availability in December.  There is a booking form for BGC on the Parish Website if anyone knows anyone interested in making a booking. |
| 6.3 | FR - I have had 2 companies out to quote for the installation of **blinds**. |
| 7 | **Folly Tree House: (Agenda item 9)** |
| 7.1 | **FR** - **Unit 3** is open for business. |
| 7.2 | **FR** - **Unit 2** is still in the process of fit out.  **PJ** – Unit 2 applied for an alcohol licence.  Ray De’Ath offered some mitigation to reduce the risk of noise from off-sales in the immediate area:   1. *Alcohol will be stored behind the counter and not on shelves for the customer to pick up.* 2. *For off sales - There shall be no sale of single cans or bottles of beer or cider.* 3. *Alcohol will not be displayed near any entrance or exit.*   *4.Signage shall be prominently displayed in the premises requesting that customers tak*e *home any alcohol they have purchased to consume it rather than consume it in the street.* |
| 7.3 | **FR** - The Leases for **Units 1 & 4** have been signed by the Council and should be signed by the Tenants shortly.  Unit 1 would like a carpet laid in the lobby area, Paul Davies has kindly said he would provide us with an offcut and lay free of charge. Unit 1 have requested permission to have an external compressor installed for their refrigeration units, we have agreed to this under certain conditions. |
| 7.4 | **FR** - I have obtained 3 desktop quotes from various **road marking** companies. |
| 7.5 | **FR** - In the Insurance T&C’s it notes that the roofs need to be checked every 2 years and that any issues needs to be rectified. I have had 2 roofing contractors out to look at the flat roof above U1, both contractors have very different suggestions on how to deal with this roof. |
| 7.6 | **FR** - There is now a poster in the utility cupboard of FTH on how to reset the **fire alarm panel** if it goes off as a false alarm. |
| 7.7 | **FR** - I have created a **polite notice** to go on vehicles at FTH if they keep on parking in the car park.  One of the neighbours has complained about people allowing their dogs to mess on the grassed area, I will see about getting some signs up. |
| 7.8 | **FR** - We received a complaint from one of the neighbours about the **commercial bin stores** that are being installed near the container. When the weather improves Rob Chapman will be boxing in the commercial bin store. |
| 7.9 | **FR – Flat 42:** The new tenants have moved in. We have received a new lease. |
| 7.10 | **FR – flat 44:**  The cartridge in the shower has blown, this is due to the high-water pressure in the area. If we were to replace the cartridge it is highly likely it would just happen again. There was also an issue with the temperature regulation of the unit so we have decided to go ahead with a replacement shower unit as it will address both issues and also the flat is well due a replacement.  There was a leak in the roof, a hole the size of 2 roof tiles appeared after Storm Babet, this has been fixed by a local builder. |
| 8 | **Highways (Agenda item 10)** |
| 8.1 | **PJ** - The Police asked if we could approach Lana to ask if some of her councillor’s £8,000 for the area could be spent on **double yellow lines near to the** **Academy** to enforce the parking restriction. Lana has said that her money is all allocated for this year and that it would not be sufficient for this project. |
| 8.2 | **PJ** – there was a request for a **new litter bin** on the A47 sliproads as there is quite a bit of litter. |
| 8.3 | **FR** - **Acle Steak Car Park**  I sent Acle Steak a polite email to say the gravel from the car park needs sweeping off the pavement as it is a trip hazard. They will see what they can do and monitor. |
| 9 | **Events (Agenda item 11)** |
|  | A tree has been ordered for the Green. |
| 9.1 | **PJ** – The installation of the coloured lights along the fascia of Folly Tree House has been booked.  **FR** - I have left a message with U3 to see if they are happy having a **Christmas Tree** outside their unit. |
|  | Pauline, Fiona and Kristina – 26th October 2023 |