Acle Parish Council

Annual Meeting Date: Monday, 29th April 2024
Venue: Acle Methodist Church
at 7.00p.m.

**PRESENT:**
Jamie Pizey – Chairman
Councillors: Sally Aldridge, Sarah Carter, Jackie Clover, Barry Coveley, Indra Goodson, Tony Hemmingway, Wendy Kenny, Richard Powell, Jess Royal and David Stephenson.
Also, Parish Clerk Pauline James and Assistant Clerk Kristina Smyth.

There were fourteen members of the public present. Matters raised included the consultation on a loan for the Fletcher Room.

District and County Councillor Lana Hempsall gave a report including missed bins, the new footway in Leffins Lane, meetings about the flooding in Beighton Road, A47 closures, potholes and recent planning decisions. Lana was asked to follow up the investigation into the cutting of hedges on A1064.

Angela Bishop has resigned as a parish councillor. The casual vacancy has been advertised. Unless ten electors request an election by 30th April, the councillors will seek to co-opt a new councillor at the May meeting.

Jamie Pizey as Vice-Chairman was confirmed as Chairman for the remainder of the term. The first item on the Annual Parish Council meeting in May is the election of a Chairman.

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| 1 | **APOLOGIES** None. |
| 2 | **DECLARATIONS OF INTEREST**Jackie Clover, Barry Coveley and Jamie Pizey reminded the meeting that they are Trustees of Acle Recreation Centre. David Stephenson reminded the meeting that his wife is employed by Acle Pre-School. Richard Powell is Chair of Acle Lands Trust. |
| 3 | **MINUTES**The minutes of the meeting of 25th March 2024 were agreed to be correct, and were signed by Jamie Pizey, on behalf of the Parish Council. |
| 4 | **CLERKS’ REPORT** |
|  | The parish clerk had circulated a report to all the councillors in advance of the meeting and will post a public version on the website. The contents of the report were noted and adopted. A public copy is appended to these minutes. |
| 4.1 | **Cemeteries:**Nothing further to report. |
| 4.2 | **Fletcher Room:**Loan consultation papers have been delivered to all Acle residents, as part of the April Community Newsletter. There have been over 300 responses so far, although not all are valid (being out of area or duplicate votes). The deadline for responses is 12th May, and results will then be shared at the 20th May meeting for discussion by the councillors.There have been quite a lot of comments, both on social media and in the Annual Parish Meeting, so an FAQ post has been added on the Council’s website, with a link added to the facebook post. There have been three news articles online, the BBC, then an EDP/GY Mercury article.A letter from a resident was read out and the clerk will sent a response. In answer to a question, the clerk informed the meeting that the return on the Chocolate Box/Brian Grint Centre is 1.9%, and on the Folly Tree House units it is 4.8%. It was noted that Acle Primary School had sent a letter of support.The Public Works Loan Board process requires that the Council “show community support” for the project and for the loan. It was agreed that a positive response of 50% of the replies, plus one more person, would indicate support.It was agreed that it would be inappropriate to return to people where they have returned the form but have not ticked either of the Yes/No questions.One of the news articles prompted a Pre-School in West Norfolk to email the Council with details of a programme of grant funding which is not currently open. The assistant clerk has completed an Expression of Interest for this funding; this grant funds up to £250,000 per project.In the Easter Holidays Angela Bishop & Dave Savory did some cleaning to the building, including sink, mould spray and light fixtures, and removed staples, sellotape marks & tinsel etc, which has made a difference to the space. New blinds were installed.The Pre-School have been reminded that they need to book and pay for any use of the building, including for committee meetings and for training, as they hire the room for each session used.It was noted that South Walsham Pre-School is currently in Woodbastwick Village Hall, because of damage caused by a flood in South Walsham Village Hall. Woodbastwick Village Hall must therefore be acceptable for use pre-schools and could be used in the case of any temporary closure of the Fletcher Room. The Chairman of Acle Pre-School agreed to check this out. |
| 4.3 | **Brian Grint Centre and Chocolate Box:** |
|  | The tenant has given notice that she will be leaving on 30th July.**It was agreed to defer to private session to discuss possible uses of the building at the end of the meeting.** |
|  | Simon Clover, who is a Meter Technician, reviewed the situation of the meter at the Chocolate Box. He looked at the old photos of the Chocolate Box Meter and the meter exchange slips. Simon was able to confirm that the old meter in the Chocolate Box had always been a meter, and not a sub meter, as the Electricians who were working on behalf of WTC had previously suggested. This explains why there was no real change in the readings and **confirms that both the tenant and the Council had been paying for their electricity all along.** There was a time when the meters were wired the wrong way around, but this was addressed swiftly, and this was at a time when it was only the tenant or the builders occupying the premises. There was a slightly higher usage for when the builders were in the building, but it was agreed with the tenant that the Council would continue to pay the electricity at Barclays and the tenant would continue to pay the electricity at the Chocolate Box. In addition, the tenant was also offered a significant discount in her rent for when they were in Barclays, as compensation for the inconvenience during the refurbishment. The Tenant has been written to with this update and has been informed we will not be investigating the matter any further. |
| 4.4 | **Folly Tree House:** |
|  | **It was agreed to defer a discussion about the management to private session at the end of the meeting.** |
| 4.5 | **Public Toilets:**Nothing further to report. |
| 4.6 | **Rural Services Group Network**It was agreed to subscribe at£50pa. |
| 4.7 | The councillors chose a Parish Council **Logo**, which is an updated version of the village sign, drawn on the shape of an oak leaf.  |
| 4.8 | **Acle Methodist Garden:**Sally Aldridge reported that the funding is in place for the improvements. |
| 4.9 | A local farmer asked the councillors to consider the (temporary, but for up to 30 months) closures of the **central reservations** on A47, saying that there should have been consultation. The councillors felt that no further action was possible. |
| 4.10  | Further correspondence about taking on the **streetlights** on land north of Norwich Road. This was noted. |
| 5 | **PLANNING** |
| 5.1 | **Hillcrest, Norwich Road – single storey rear extension (2024/1024).** There were no objections to the plans. |
| 5.2 | Broadland District Council granted permission for the Multi-Use Games Arena at **Acle Academy**. This was noted. |
| 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  | 1,295.00 |
| 44 The Street | Rent | 600.00 |
| Upton PC | Reimbursement expenses | 111.00 |
| Broadland DC | Lottery for foodbank | 16.00 |
| Various | Cemetery fees | 590.00 |
| Lloyds | Bank interest, monthly | 87.94 |
| HMRC | VAT refund | 4,151.78 |
| Barratt & Cooke | Redemption of one investment | 24,267.49 |
| Men’s Shed | Annual rent of building | 160.00 |
| BDC | First half precept | 75,317.50 |
| Unit 2 | Recharge of electricity costs | 984.06 |
| Unit 3 | Recharge of electricity costs | 299.38 |
| **Payments made:** |  |  |
| Telecoms World DD | Phone line for foodbank  | 15.58 |
| Comm-Tech DD | Broadband at BGC  | 45.30 |
| Total DD | Electricity at public toilets  | 54.35 |
| EDF DD | Brian Grint Centre | 167.89 |
| EDF DD | Folly Tree House | 3,883.04 |
| Anglian Water DD | Water rates | 25.29 |
| PHS DD | Waste collection in toilets for the year | 4,860.48 |
| SSE DD | Electricity for streetlights | 596.91 |
| Anglian Plant | Hire of turf stripper | 234.00 |
| Anglian Plant | Refund of deposit | -150.00 |
| Acle Rec Centre | Room hire youth club | 125.00 |
| Abbey Memorials | Repair of headstone | 270.00 |
| Acle Methodists | Room hire | 60.00 |
| Rialtas | VAT software | 132.00 |
| Rialtas | Accounts software | 230.40 |
| Roger Impey | Delivery for foodbank | 6.30 |
| Orwell Mencap | New benches (3 for Upton) | 3,053.30 |
| **Invoices for Payment:** |  |  |
| Various | Employment costs | 8,533.67 |
| Men’s Shed | Contribution for bird boxes etc | 100.00 |
| Eastern Power System | Door repairs | 1,072.00 |
| Norfolk ALC | Website hosting fee | 70.00 |
|  | Annual subscription | 585.50 |
|  | Gov.uk domain | 14.40 |
| Garden Guardian | Grasscutting | 1,990.37 |
| Drainage Board | Annual drainage charge | 61.79 |
| Community Action Norfolk | Subs | 50.00 |
| Acle Methodist | Donation towards wifi | 50.00 |
| Roar | Electrical work at BGC | 117.87 |
| Mills & Reeve | Legal advice re management | 1,639.44 |
| Broadland DC | Annual premises licence - village centre | 70.00 |
| Fiona Richardson | Expenses | 13.69 |
| Kristina Smyth | Expenses | 12.75 |
| ENTUA | Annual subs | 10.00 |
| **Balance c/f 29.04.24** |  | 161,773.12 |
| **Balances in Savings:** |  |  |
| Government Stocks | Gilts (at latest valuation) | 51,757.00 |
| BDC | Parish investment scheme (int £10,158) | 226,255.00 |
| Total monies |  | 439,785.12 |
| Loan | Acle Recreation Centre | 7,500.00 |
|  |  | 447,285.12 |
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|  | Invoices for the proposed April payments had been shared with the councillors in advance of the meeting. March’s payments, all payments made between meetings, and the clerk’s bank reconciliations as at 22nd March and 31st March 2024 were checked to bank statements by Jackie Clover.A report of Actual v Budget for the 12 months to 31st March 2024 will be available at the May meeting, along with the accounts for the year. The payments were approved. |
| 7 | **RECREATION CENTRE**  |
|  | Trustee Barry Brooks gave a report; the accounts for the year to 31st December have been audited. The insurance costs has increased. There are two vacancies for trustees.  |
| 8 | **ENVIRONMENT** |
| 8.1 | It was agreed to consider planting some Spring bulbs around the village. |
| 9 | **HIGHWAYS** |
| 9.1 | It was reported that people are parking at the emergency access between Mill Lane and Kemp Avenue, so that any emergency vehicles might be restricted access. The clerks will contact the developers. |
| 10 | **SUMMER MARKETS**Traders have already booked for the proposed 8 weeks of Summer Markets. These will take place to the side and rear of Folly Tree House. The car park will be closed for access from early morning when the stalls are set up. The clerks will contact the Insurers to find out if it was acceptable for Angela Bishop to supervise the markets or if a named councillor needs to be present, in which the councillors will be asked to sign up to a rota to be present. The clerks will apply for Temporary Entertainment Notices, because of the sale of alcohol.The tenants at Folly Tree House have been informed of the dates for the Summer Markets, they have been told the car park will be shut to customers, but they can park to the very far end of the car park. Tenants have all been invited to take part if they so wish. |
| 10.2 | It was decided that the **Acle & District Men’s Shed** could not have a stall at the markets as they are for food and drink, but it was agreed that they could have a stall at the Brian Grint Centre. |
| 11 | **WORKING GROUPS** |
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| **COMMITTEES AND WORKING PARTIES** |
| Street lighting | Tony Hemmingway and Jamie Pizey |
| Christmas switch on and meters | Jamie Pizey and Tony Hemmingway |
| Planning Committee | Tony Hemmingway, Barry Coveley, Sally Aldridge, Jamie Pizey and Jess Royal |
| Youth | Sarah Carter, David Stephenson, Jess Royal, Jackie Clover and Wendy Kenny |
| Finance | Jamie Pizey, Tony Hemmingway, Barry Coveley, Sarah Carter, Jackie Clover, Sally Aldridge and David Stephenson |
| Personnel | Jamie Pizey, Tony Hemmingway and Barry Coveley |
| Fletcher Room | Tony Hemmingway, Barry Coveley, Indra Goodson and David Stephenson |
| Cemetery extension | Richard Powell, Tony Hemmingway and Jackie Clover |
| Swallowtail Place Liaison | Sarah Carter and Wendy Kenny |
| Resilience/Emergency Planning | Jamie Pizey, Sarah Carter, Sally Aldridge and Indra Goodson |
| Acle Regatta | Sarah Carter |
| Roads and Street Furniture | Sally Aldridge and David Stephenson |
| Websites | David Stephenson |
| Environment | Jamie Pizey, Wendy Kenny, Richard Powell, David Stephenson and Jess Royal |
| Climate Emergency | Jess Royal and Richard Powell |
| Plastic-free community | Jackie Clover and Jess Royal |
| Play areas | Jamie Pizey and David Stephenson |
| Floral displays | Jackie Clover and Wendy Kenny |
| Folly Tree House and Brian Grint Centre – Refurbishment (builders and technical) | Jamie Pizey, Tony Hemmingway, Barry Coveley and Jackie Clover |
| Folly Tree House and Brian Grint Centre - Project Group (marketing, types of use, decoration and long-term vision) | Jamie Pizey, Sally Aldridge, Jackie Clover, Barry Coveley, Wendy Kenny, David Stephenson, Tony Hemmingway and Indra Goodson |
| Folly Tree House and Brian Grint Centre – Rents Review and leases | Jamie Pizey, Jess Royal and Indra Goodson |
| Acle in Need *(elected for 4 years from March 2024)* | Angela Bishop  |
| Death of a Royal | Indra Goodson |
| Acle Recreation Centre*(elected in March for one year)* | Joe Aldous, Sarah Cameron, Jackie Clover, Barry Coveley, Dennis Fisher, Diane Fisher, Denis Goodley, Jamie Pizey and Shane Tovell |
| Acle Lands Trust*(elected in February for one year)* | Richard Powell, Adam Fisher, Dennis Fisher, Ken Gale and Anna Rodriguez |
| Markets | Councillors on a rota |

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| 12 | **PARISH TALKS**Jackie Clover proposed a series of parish talks, by local residents, on various topics of interest, with the room hire paid for by the Parish Council. |
| 13 | **NEXT MEETING**The next Council meeting is Monday, 20th May 2024, at 7.00pm  |
| 13.1 | **Items for the next agenda:*** 20mph speed limit through the village
* Arranging hustings before the next election
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There being no further business, the meeting was closed.

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