

BRANDON PARVA, COSTON, RUNHALL & WELBORNE PARISH COUNCIL - MEETING MINUTES

Wednesday 13 January 2021, 7:30pm via Zoom Video Conference.

This meeting took place via video conference due to the current Coronavirus pandemic and government guidelines to stay at home.

Present.

Councillors – Simon Guest (chair), Andrew Egerton-Smith, Peter Wood, Clare Kay, Clare Miller, Mike Webb along with the clerk Bev Long. Also present was County Cllr Margaret Dewsbury and District Cllr Richard Elliott, Jane Brown (countryside ranger) and 1 member of the public

1. To receive and accept any apologies.

None

2. To receive declarations of interest in items on the agenda and requests for dispensation.

Declarations of interest were declared by Andrew and Peter to item 5.5 Grant applications.

3. To approve the minutes of the meetings held on 18 November 2020 and planning consultation on 2 December 2020.

The minutes were approved and would be signed outside of the meeting by the chair.

4. Matters arising from the minutes – not covered elsewhere.

4.1 Vice chair position – no volunteers have come forward, so position remains open.

5. Matters for discussion.

5.1 GDPR – no issues to report

5.2 Co-option – all agreed to co-opt Annette Shaw onto the council. Clerk to arrange required paperwork and Simon to contact Annette to advise of co-option.

5.3 Defibrillator – Clare M had circulated information prior to the meeting and presented her findings to the council. All agreed to proceed with Community Heartbeat Trust. Clare to obtain a firm quote from the company and investigate funding possibilities – grants and fundraising ideas. Richard Elliott confirmed that he had earmarked £500 from his funding and would forward the application form to Clare. The application would need to be made by the end of March. It was agreed that if necessary, some of the CIL money could also be used.

5.4 Public Rights of Way (PROW) – 15 questionnaires had been returned with most issues being dog fouling and some issues with signs. It was agreed that the following action would now happen –

specific people would be allocated a village and report on the footpaths within, we would contact the Countryside Access Officer in the future rather than Norfolk County Council Highways, dog fouling signs would be requested - Richard would action this for us - and a report would be included in the next newsletter. It was noted that FP16 was still causing issues - Simon to contact CA officer to see what could be done.

3 of the 6 landowners contacted responded – they also flagged up issues with dog fouling

5.5 Grant applications for 2021/2022 – Applications had been received from Runhall Play Area and Runhall Allotments – both to cover insurance. It was agreed that the amounts requested would be discussed in item 11.1 budget/precept

5.6 Policies – Equal Opportunities – after a small change to a couple of sentences the council agreed to adopt the policy.

5.7 Councillors review of achievements since election – to be added to the March agenda

5.8 What would councillors like to achieve in the future – Clare M asked for this item to be included and it was agreed it would be put on the next meeting’s agenda and councillors would think about a ‘wish list’ especially about going forward.

5.9 Police Connect Newsletter – gave some ideas for the next annual meeting. It is thought that this years annual meeting would be conducted on Zoom so it would be a different format to previous years. Councillors to think about this and it will be discussed at the next meeting when a decision can be made.

6. Planning Matters

6.1 Planning History/decisions 2020 – councillors viewed the spreadsheet detailing decisions since our last meeting. Some concern was raised about some previous applications, but it was agreed we can only follow the rules and ensure we look at each application carefully before commenting.

6.2 Any time limited planning – none

7. Residents questions

Concern raised about the flooding at the electricity substation in Brandon Parva – Simon to raise with Highways

8. Reports from District Cllr, County Cllr, & Parish Cllrs

County Cllr Margaret Dewsbury reported that all the services were working to help the community as much as they could and although most things were closed, they were dealing with issues as they appear and providing via libraries and museums some online activities. Flooding across the county is a great concern and Norfolk County Council are not only looking into how to help current problems but looking at long term solutions.

District Cllr Richard Elliott reported that flooding issues in the District were a concern and South Norfolk were looking into discussion with all other authorities on the problem and how we can work to mitigate the problems as much as possible. He would keep us up to date with these discussions and advise how we can access relevant information.

Simon reported that the council had responded to parishioners concerns regarding an outbreak of COVID 19 in Welborne Care home. Queries were answered, official information was gained from Norfolk County Council and this was passed to the parishioners. He also reported that he had received information from a parishioner regarding golf balls straying onto the public highway from Mattishall Golf Club – the club had been contacted and were in the process of putting netting up in the area to eliminate this happening in the future.

9. Reports from others; Litter wardens, fuel co-ordinator, countryside ranger

None

10. Highways

10.1 Flooding – Pound Lane, Welborne. Simon has been communicating with the effected residents and Norfolk County Council. The site had been visited to gain a first-hand experience of the problem. It appears a lot of the problem is the bad condition of the drains, ditches, and grips in the area – council to give thought as to how we can encourage landowners to work with us on these issues. An article will be put in the next newsletter.

Simon to draft our thoughts and ideas, to include – looking at ditches especially in specific flooding areas, clearing of grips – mechanical method used now often does not even reach the ditch, contacting the flood authorities. It was thought the targeted areas should initially include; Welborne - Pound Lane, Runhall - Blackhorse Rd and School Lane plus Stone Lane to Brandon Parva where the ditch has disappeared completely.

10.2 Outstanding issues report was discussed – item 27, roadside markers had not all been completed and the surface dressing that was applied on Welborne Rd was now deteriorating badly with lots of the stones coming off.

11. Finance

11.1 Budget & Precept – the draft budget circulated prior to the meeting was viewed and discussed. It was agreed that the 2 grants to Runhall play area and Runhall allotments for insurance totally £336 would be awarded and a precept of £4000 would be set. This would mean no increase from the Parish Council on resident's bills.

11.2 Cheques for approval and payment – cheque to cover clerk's expenses of £71.84 and salary of £700.44 was agreed. Clerk would arrange the necessary signatures from Councillors outside of the meeting.

12. Correspondence, including circulated items via email prior to the meeting & not included elsewhere

12.1 Email – COVID-19 lock down regulations – this would be included in the next newsletter.

13. Next meeting date – 10 March 2021

14. News from BPCR & W parish council – agree items for next edition

Agreed items – Co-option, annual meeting, defibrillator, precept, flooding, grants, PROW's, it was also agreed that in the current climate and lockdown the newsletter would not be delivered but placed on the notice boards and website.

There being no further business the meeting closed at 9.28pm