**DRAFT**

## **Minutes of a meeting of the Quidenham Parish Council held on the 12th April.2021 via Zoom.**

## **The meeting opened at 7.30 p.m. Note a change in the order of business.**

**Those present :** Peter Lotarius (PL) Chairman; David Wright (DW); Heather Doig (HD);

David Cumming (DC); David Hunt (DH); Simon Lee (SL); Beverley Lee (BL); Kate Lloyd (KL) Clerk.

Also present were Breckland District Councillor Mrs. Sarah Suggitt (SS) and County Councillor Stephen Askew (SA).

**District Councillor's Report.** Attached.

Prior to the start of the meeting the Council and visitors kept a minute's silence to mark

with respect the death of H.R.H. Prince Philip, Duke of Edinburgh.

## **1. Apologies for absence:** The meeting was attended by the full Council.

## **2. Declarations of Interest.**

 There were no declarations of interest to be added to those declared at the Council election in May 2019.

 **3. Minutes of the last meeting** held on the 8thof March 2021. These were approved and will be signed at the next physical meeting of the Council together with the Minutes of the 5th of October 2020, the 6th of January 2021, the 8th of February and 8th of March 2021 or earlier if it can be managed safely.

 **4. County Councillor Stephen Askew.** Councillor Askew thanked the Council for the opportunity to speak at the meeting. He welcomed the opening of the new bridge at Heath Road, remarking on its improvement over the former. In his role as Councillor he has received an increase in the amount of monies from £6,000 to £10.000 p.a. which he is able to use to help fund Councils' needs. However, these must be associated with Highways projects. He also reminded the Council of the Norfolk County Council 50/50 Parish Partnership scheme. He suggested we bear this in mind if we have any such projects. He will be standing again at the May election and whether he be returned or not thanked the Council for its past support. He then left the meeting.

# **5. Matters Arising and ongoing issues.**  **Action**

# Defibrillator for Wilby. It was agreed that the device Lifeline View defibrillator as described in the document entitled Community Heartbeat Trust - Defibrillator options supplied to the Council by Mrs. Kate Midgeley should be purchased. KL to inform Mrs. Midgeley of the Council's decision and DC will liaise with Mrs. Midgeley.  **KL and DC**

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* Garnier Hall Repairs. PL reported that work is now progressing. He expects that it will be finished in time for the Hall to be used as a polling station in May.
* Agri Feed Mill. This application is still undecided, however SS reported that the Planning Committee will be visiting the site within the next few days. No one will accompany the Committee so that impartiality is maintained.
* Website. No decision has yet been made. KL will report back at a later date.
* Lettering on the Wilby notice board. It was suggested that in view of the expense of having this changed by the suppliers the 'nameplate' be removed and 'Wilby' painted on the reverse. It was noted there is someone in Wilby who might be asked if he would do this.

**Ongoing Issues. Action**

* The Carr. No response has yet been received from Highways since KL contacted them earlier. To be brought forward.
* Signs at Richard Johnson Ltd industrial estate. Nothing further has been heard from Highways. To be brought forward.

 **5. Finance.**

 **5.1.** KL has circulated the end of year figures together with the explanation of the variances to the Council.

 **5.2.** Cheques signed since the last Council meeting. A.Wright £40.00 Materials for the Eccles Easter competition; HMRC Month 12 £54.60;

 K. Lloyd £836.40 being salary months 9,10,11,12 plus reimbursement of HMRC Month 11 £54.80 and Mandrake payroll services February 2020 £24.00; A.Wright £15.00 for additional materials for the Easter competition.

 **5**.**3**. The amount to be taken forward from the 2020/2021 account is £15,234.74.

  **5.4.** The first tranche of the 2021/2022 precept has been received from Breckland District Council in the amount of £5,595.60.

**6. Planning.** 3PL/2021/0419/HOU - No objection. 3/3021/0291/F - No objection. 3PL/2021/0478/CU - No objection. 3DC/2021/0074/DOC - No decision.

**7. Chairman's Report.** PL thanked Amy Wright for her efforts in bringing some fun and cheer with her Easter competition for the children of Eccles. It was very successful and the results will be included in the newsletter and posted on the website together with photos. Thanks too were given to Nicola Dorks, the Chair of Quidenham Village Society for arranging a very successful walk and Easter Egg Hunt.

 He again deplored the amount of litter strewn around the parish. He felt that it was unfortunate that the Keep Britain Tidy Spring Litter Pick comes too late for a rural parish like ours as the growth of vegetation on the verges will make it difficult to collect the discarded rubbish.

 A Safer Neighbourhood meeting via Zoom is to be held on the 14th of this month which he will attend. He will be bringing up the problem of cars speeding through our villages.

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**8. Clerk's Report.** The Clerk reported that she had attended a webinar entitled Flooding hosted by the Wellbeing initiative which is headed by John Pennell who chaired the webinar which was attended by 77 plus clerks and councillors. A copy of her notes from the webinar is filed with these Minutes. John Pennell asked which Councils had an emergency plan drawn up for future problems of the sort experienced in December with flooding after torrential rain. Few hands went up. He suggested it was something that Councils should consider producing for their parishes.

 The Clerk is sourcing a simple Risk Assessment form which she will distribute together with a list of the Council's assets and ask Councillors to make the assessments and return them in time for the internal audit of the Annual Accounts and Governance Return.

 She is still awaiting information as to when Council meetings should take place physically. She also has not heard whether the Annual Parish meeting should take place.

**9. Correspondence.** **1)**The grass cutting contract has been received from CGM (East Anglia) Ltd and signed by PL. The price for this year is ££1,590 + VAT

Only a small increase of £46 on last year. The grassed areas at Wilby Green, Green Lane, Quidenham Village Green and the Garnier Hall will be cut fortnightly from April to the end of October and that at the Garnier Hall harrowed in Autumn and scarified in Spring.

**2)** The Insurance documents have been received from BHIB. This year's premium is £481.99 an increase of just £5.16 on last year. The renewal date is the 1st of June.

**3)** The audit documents for the Annual Governance and Accounts Return have been received from the External Auditors. The Clerk asked for the agreement of the Council to declare itself exempt from External Audit. SL proposed the declaration and DH seconded it, all are in agreement. KL and PL will now sign the exemption certificate and return it to the External Auditors.

**10. Any Other Business.**

 **DH** A resident in Sandfield Lane had asked if a dog refuse bin could be sited near to her house. DH confirmed that there is indeed a need and the Council agreed that one of the two bins stored at Home Farm could be used. DH to put the bin in place. **DH**

 **BL** reminded the Council that 'gates' and dog refuse bins were still stored at Home Farm. She also had found online the emergency plans of Shipdham and Swanton Morley. KL will read through these and report back.

 **KL** reminded the Council that we had in the past purchased the SAM2s through the 50/50 Parish Partnership scheme mentioned by Councillor Askew but as it is confined to only some Highway projects had not been able to bid for help since. **KL**

**11. Meeting Open to the Public.** No member of the public had requested a link to the meeting

**12. Date of the next meeting.** The next meeting will be held at 7.30 p.m. on the 12th of April 2021 via Zoom.

The meeting closed at 9.05 p.m.

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