

## SWANTON MORLEY PARISH COUNCIL MEETING MINUTES

Monday 11<sup>th</sup> October 2021 AT 7.30PM

### SWANTON MORLEY VILLAGE HALL

**Councillors Present:** Mr R. Atterwill (Chairman), Mrs B. O'Dowd (Vice Chair), Mr J Venworth, Mr M. Lappin, Mr J. Rodrigues, Mr D. Turner and Mr J. Keen

**Also in attendance:** Mrs K. Pickard (Clerk), and four members of the public

#### **Matters Raised Under Time Allocated to the Public**

One member of the public asked when the roads on Davidson Park will be adopted by Norfolk County Council and asked what progress has been made.

Mr Atterwill confirmed that Breckland Council and Norfolk County Council took their eye off ball. There was also something that Hopkins needed to do to trigger the process. This is still being finalised and the Parish Council will monitor the situation. Councillor Atterwill confirmed that as it stands, Hopkins Homes are still responsible for maintaining them.

Councillor Atterwill had been handed a letter from a resident at the beginning of the meeting and the resident was happy for the content to be read aloud.

The content of the letter related to the site chosen for the memorial bench for the late Margaret Smith. The resident felt that this was decided on to prevent parking on that particular footpath. He also felt that it was a personal issue and asked if this was in line with the code of conduct.

Following the decision not to site a bus stop on this location many years ago due to the possibility of vandalism and unwanted congregation, the letter asked if this were to happen on the wall behind the bench, would the Parish Council be liable?

Councillor Atterwill responded that he was not aware of the application for a bus stop as this is not a Parish Council decision. The Parish Council agreed that this would be a good location for the bench and flower tubs to tidy the area up and that the decision was made lawfully and appropriately.

Councillor Atterwill was asked if there was graffiti on the wall would the Parish Council take full responsibility, Councillor Atterwill responded that the Parish Council would be responsible for the noticeboard but if someone were to cause damage to the wall then this would be a civil matter to be taken up with the police.

The resident requested that this response is put in writing, Councillor Atterwill agreed.

#### **County Councillor Report**

County Councillor Borrett was not in attendance and has provided no report.

Councillor Keen asked if the Parish Council can escalate the non attendance from Mr Borrett.

Councillor Atterwill responded that the Parish Council could write to the leader of Norfolk County Council and express that the Parish Council are not happy with his service, however he pointed out that Councillor Borrett is not compelled to be present at the meetings.

The Parish Council are receiving highway complaints that are now being sent on to Councillor Borrett.

Councillor O'Dowd has suggested that the Clerk sends on any feedback from the parish meetings regarding highway issues for him to respond to.

#### **District Councillor Reports**

## Financial Year 2021/2022

District Councillor Richard Duffield sent his apologies.

District Councillor Atterwill reported that he has successfully called for the review of Breckland District Council's local development plan to be scrutinised at the next Overview and Scrutiny Commission meeting to be held on 28th October.

Breckland Council now have an ongoing 'Inspiring Communities' project. One of the objectives is to promote mental health awareness. This is for volunteers that would like to become a mental health champion. Breckland Council will fund the mental health awareness training course. Councillor Atterwill asked if anyone is interested in doing this training then Councillor Atterwill can send on the link for more details.

Councillor Atterwill then introduced Mrs Jane Fabisz as the newly appointed Assistant Clerk to start on Monday 18<sup>th</sup> October.

### *The Meeting Went into Session*

#### **1. To Accept Apologies for Absence**

Apologies were received by Councillor Cawdron, and Councillor Curran, these were accepted by the council.

#### **2. To Receive Declarations of Interest**

Councillor Turner declared an interest in item 7c

Councillor Lappin declared a personal interest in item 7c

#### **3. Minutes from the Parish Council Meeting of 13<sup>th</sup> September 2021 to be Accepted, Initialled and Signed**

Councillor Turner proposed that the minutes were a true and accurate record of the meeting seconded by Councillor Rodrigues and carried.

#### **4. Matters Arising from Minutes of 13<sup>th</sup> September 2021 (For Exchange of Information Only)**

Following the September meeting the Clerk confirmed that two volunteers have been appointed to take on the maintenance of the planters.

Councillor O'Dowd reported that they are awaiting sponsorship funding.

Mr Marsham has offered to make more planters for the Village.

**5. Finance**

**a) Accounts to Approve for Payment:**

The Clerk confirmed that there had been three additional invoices received. Two from Norfolk Parish Training and Support for two training courses for Councillor Lappin that total £84.00 and one from S2 Computers for the renewal of the domain name for £25.19. This brings the total cost of account to approve to £6001.88.

Councillor Venworth proposed that the following payments are made seconded by Councillor O’Dowd and carried.

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 5 – under contract	BACS	£3520.03	
CGM	Grasscutting	BACS	£646.81	£107.80
BT	Telephone line	DD	£119.10	£15.10
E.On	Streetlight electricity	DD	£72.02	£3.10
S2 Computers	IT support	DD	£144.24	£20.24
Viking	Stationery	BACS	£242.88	£40.48
PKF LittleJohn	Annual Audit	BACS	£480.00	£80.00
Glasdon	Bins – Gooseberry Hill	BACS	£667.61	£111.28
Norfolk PTS	Induction to Clerk and Council	BACS	£40.00	
Norfolk PTS	Understanding Planning	BACS	£44.00	
S2 Computers	Domain name - .org.uk	DD	£25.19	£4.20
		<b>Total</b>	<b>£6001.88</b>	<b>£382.20</b>

**b) Income to be reported**

Income Received from	Details	Amount
HMRC	VAT Reclaim	£2871.37
Allotment Holder	Allotment fee	£50.00
Barclays	Bank Interest	£0.25
Breckland Council	50% Precept	£39,182.60
		<b>£42,104.22</b>

**c) To Consider the Application for the Parish Partnership 2022/2023**

In anticipation of this discussion the Clerk shared a photo on the screen of a stretch of footpath on Rectory Road that has no kerbing.

A parishioner with limited eyesight had approached Councillor Atterwill some time ago with the possibility of extending the kerbing for the footpath to join up with the bus stop on the corner of Primrose Square

It was agreed that the Clerk will request a quote from Norfolk County Council.

The Clerk had also obtained some information on 20mph temporary signs for school drop off.

Councillor Atterwill suggested that due to a meeting to take place with the school regarding a school travel plan, that this speed sign is deferred until the 2023/2024 Parish Partnership.

Councillor Venworth reported that he had been approached by residents in a rural location who have requested that the speed limit is reduced from 30mph to 20mph.

The Clerk will enquire with Norfolk County Council if this is a possibility.

**d) To Receive the External Auditors Report**

The Clerk reported that the conclusion of the External Audit has now been received.

There is one ‘except for’ matter which relates to the previous financial year.

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Councillor Atterwill proposed that the Clerk contacts the External Auditor and requests that this is removed and an up to date report sent, seconded by Councillor Venworth and carried.

### **e) To consider making a donation to Swanton Morley School for new trim trail equipment**

Councillor Atterwill had circulated some information to Councillors ahead of the meeting which detailed the fundraising efforts of Swanton Morley Primary School. The Friends of Swanton Morley School have been raising money to improve the outdoor play equipment at the Primary school including some parents running the virtual London Marathon.

So far, the Parents have raised £510.

The Clerk shared on the screen the package of equipment that the school are working towards.

Councillor Atterwill explained that the Parish Council are due to receive s106 funds from one current housing development on Gooseberry Hill and due to the Parish Council not being able to supply equipment on this small piece of land he would like consideration by Councillors that the funds are used to greatly improve the facilities for the children at the school to enjoy. This could also be dedicated to commemorate the Queen's Platinum Jubilee.

Councillor Atterwill reported that the funds due for the s106 development is £5788. There is a fee of £820 for legal fees to pay, leaving an amount of £4968. The selected trim trail equipment is £5265 creating a short fall of £300 that can come from the Council's reserves.

The Clerk and Councillor Atterwill have also had a conference call with Norfolk Parish Training and Support to enquire the legality of the Parish Council purchasing the equipment to gift to the school and the Parish Council reclaiming the VAT. Norfolk PTS have confirmed that this is lawful.

Councillor Atterwill proposed that the s106 money is used to purchase the equipment for the trim trail seconded by Councillor Keen.

Councillor Atterwill proposed that the Standing Orders are waived as the equipment package required is only available through this one selected supplier seconded by Councillor Turner and carried.

### **f) To consider purchasing additional Christmas lights for the Village display**

Councillor Atterwill had circulated some information ahead of the meeting with a quotation for additional Christmas lights for the village.

Councillor Keen and Councillor O'Dowd both agreed that this would be a wonderful idea.

Mr Marsham has agreed to donate Christmas trees for the village again this year, Councillor Atterwill thanked him.

Councillor Atterwill asked for councillors consideration to enhance the Christmas display with red and blue lights that can also be used on the 6<sup>th</sup> February which is the official 70<sup>th</sup> Anniversary of Queen Elizabeth taking the throne.

Councillor Turner proposed that Councillor Atterwill purchases the additional red and blue Christmas lights with batteries at a cost of £838.63 + VAT seconded by Councillor Keen and carried.

## **6. Land and Planning**

### **a. To consider responses to Breckland District Council for any planning applications:**

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### **3PL/2021/1340/HOU - 10 Thompson Close - Erection of a first floor extension over an existing garage and conversion of garage to reception room**

Councillor Atterwill raised a concern on how the application will affect the neighbouring property.

Councillor Turner also raised a concern with building up to the boundary.

Councillor Lappin asked if anyone had corresponded with the neighbour. Councillor Atterwill confirmed that they would have been consulted for comment by Breckland Council.

Councillor Lappin proposed that the Council respond with no objections in principle but would like it noted that the council have concerns about the applicant building up to the boundary and how this will affect the neighbouring property, seconded by Councillor Rodrigues and carried.

### **3OB/2021/0036/OB - Discharge of Open Space Obligations - Rectory Road, Phase 2**

Councillor O'Dowd proposed that as agreed at the August Parish Council meeting that the council respond with no objections seconded by Councillor Venworth and carried.

### **3PL/2019/0513/F - Land adjacent Lincoln House - Erection of 36 assisted living bungalows (Use Class C2) and community hall – To consider amended information**

The Clerk had circulated the link to the amended information to Councillors ahead of the meeting for consideration.

Further issues were discussed. Councillors would like to know the frequency of the mini bus service that will be used as opposed to installing a bus stop?

Councillors also noted that there is no street scene view provided from Dereham Road for consideration.

There is also no up to date sketch concerning the screening, and if this will be post and rail fencing, wall of hedging

Further concerns that the Parish Council discussed related to the Planning Statement dated 21.07.21

It states that this development is adjacent to the settlement boundary. This is incorrect.

It also states that the Neighbourhood Plan policy that this does not comply with was prior to the Local Plan being adopted. This is incorrect

The Green Open Space that it refers to is in fact, a closed Cricket Ground.

It was agreed that Councillor Atterwill would contact the solicitor to respond on behalf of the Parish Council.

Councillor Atterwill proposed that Leathes Prior Solicitor is appointed at a maximum cost of £1200 + VAT seconded by Councillor Venworth and carried.

#### **b. To Receive a report on Planning Decisions by Breckland Council**

3PL/2021/1199/HOU - 10 Manns Lane – Proposed single storey side and rear extension

Permission granted

Councillor Venworth then requested that when any planning information is circulated that there is a direct link to the item.

The Clerk agreed.

#### **c. To Receive a concern from a Resident regarding Manns Lane**

The Clerk circulated correspondence to councillors ahead of the meeting following a resident visiting the Parish office with concerns about Manns Lane and the volume of traffic coming through.

It was agreed that the clerk will respond to the resident, thanking them for their input and also to provide updates on the Community Speedwatch location and that a SAM2 camera has now been placed on that location to monitor the situation.

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There is also the option of a School Travel Plan which will highlight any issues with that location.

### **d. To consider Breckland District Council's Local Plan Review timetable**

Councillor Atterwill reported that there are still concerns from Parishes regarding the neighbourhood plan policies carrying full weight until 2027 due to the timeframe of the Local Plan review and confirmed that this item will be discussed at the Breckland Council Overview and Scrutiny meeting being held on Thursday 28<sup>th</sup> October. This is with a view to taking the review back to the cabinet meeting for further review of the timetable.

Councillor Atterwill then provided an update regarding 3PL/2021/ 1172/VAR and a reconsultation notice that had been received for Primrose Hill.

The Clerk had requested an extension of time from the officer however this was denied.

The Chairmans panel were not happy with the design of the dwellings and felt they were too large. This application is being heard at the Planning Committee meeting in November.

Councillor Atterwill is corresponding with the planning officer on why the reconsultation was sent to the Parish Council if there is no new drawings.

## **7. To Consider Matters for Attention for the Following Parish Assets:**

### **a) Churchyard at All Saints' Church**

Councillor Curran had circulated his report ahead of the meeting for Councillors.

It was reported that there are still moles in the churchyard. Councillor Turner then reported that the appointed contractor was on site that morning doing an inspection.

The Clerk also reported that the grass cutting is improving and referred to correspondence received from a member of the public who visited the churchyard and burial ground and had sent an email to thank the Parish Council for making sure the areas were tidy.

Councillor Curran reported that the South East perimeter fence is overgrown with nettles and will require a working party.

### **b) Swanton Morley Burial Ground**

Councillor Curran had sent a report ahead of the meeting,

It was reported that the mole hills are still present but the contractor will be attending this site as well. Hoe Road gate entrance trimming is required on the right hand site.

A member of the public also reported that there is red marking on the ground and has requested that the Clerk investigates the safety of using this.

### **c) Swanton Morley Allotments**

Councillor Turner reported that all of the plots are now taken.

One letter has been sent to an allotment holder to request that their plot is tidied up.

One or two of the posts are damaged so the Clerk will need to arrange for these to be repaired.

The water supply will also be disconnected for the winter.

Anglian Water are still investigating the issue of the water at the horses field.

### **d) Swanton Morley Open Spaces (Gooseberry Hill, Village Green and Davidson Park)**

Councillor Keen reported that one of the tables and chairs on Davidson Park is on a slight tilt.

Unfortunately, this could not of been installed level as this would have caused a step.

Councillor Keen reported that there are dead trees on the Davidson Park

Councillor Keen suggested that when the Clerk purchases the Jubilee tree the Parish Council could also purchase some replacement trees trees with the Jubilee tree. All agreed.

Councillor Keen also raised the issue of the grass on Davidson Park. Councillor Atterwill asked the clerk to request a quote from CGM for a one off nitrogen feed.

Councillor Venworth has also started replacing the litter bins. Councillor Atterwill thanked him.

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### **i) To Receive a report on the disability swing for Gooseberry Hill**

The Clerk has been following this up. Having spoken to a number of providers the clerk has received a recommendation for GL Jones. A quotation has been requested and as GL Jones are due on site to repair the roundabout, the Clerk would like to recommend that they carry out a survey at the same time.

Once the survey has been carried out and a full quotation for the supply and installation of a wheelchair swing has been received, the Clerk will look at appropriate grant funding

### **ii) To Receive comments from a Parishioner regarding Gooseberry Hill**

A parishioner has commented on social media that Gooseberry Hill Park requires some refreshing and grass cutting to be monitored.

### **iii) To Receive a quotation for a Jubilee tree**

The Clerk had circulated three quotes for a copper beech tree ahead of the meeting for consideration.

It was agreed that the tree would be purchased from Felthorpe Nurseries at a maximum cost of £70 + VAT. This provider was selected as the Parish Council are able to view the tree in advance. At the same time the Parish Council will look at replacing the dead trees on Davidson Park but in different locations

The Clerk will speak with Mr Marsham regarding the use of his trailer.

### **iv) To Agree the location of the Jubilee tree**

The Clerk put the plans for Davidson Park on the screen.

It was agreed that the tree would be planted adjacent to the existing memorial bench at the top of Davidson Park.

The Clerk will draw up an aerial view map of the site for confirmation at the November meeting.

The funds for the tree will come from the s106 money.

The Clerk is also awaiting the cost for a Jubilee tree plaque.

### **e) Swanton Morley Common Lands**

#### **i) To Receive an update on the Countryside Stewardship funds for Mill Common**

The Clerk reported that an email has been received confirming that the annual funds for Mill Common will be received by January 2022.

### **f) Streetlights**

Councillor Atterwill reported that column 35 on Gooseberry Hill and column 57 on Greengate are overgrown and requires cutting back.

### **g) Village Paths**

#### **i) To Receive an Update on the Installation of additional bins**

The Clerk reported that Breckland District Council are still unhappy with the location of the second bin. The officer at Breckland Council has suggested that the Clerk contacts the Highways engineer to see if the verge just outside the churchyard car park is Norfolk County Council land as there may be a way that this can go ahead.

Councillor Atterwill then reported that he has also spoken to Breckland Council and has suggested that pulling into the car park to empty the bin would be a safer option.

Breckland Council have said that they would not site normally site a bin on private land. Councillor Atterwill highlighted that it is part of Wensum way. The decision ultimately lies with the Assistant Director of Breckland Council. Councillor Atterwill has suggested that he contacts them directly as District Councillor and will provide an update when he has a response.

Should the application be successful then the Parish Council would need to seek permission from Mr Carrick to site a bin at that location.

**h) Noticeboards**

i) To Receive a report on the condition of the Noticeboard on the Village Green  
Councillor Keen had sent a photo of the Village Green noticeboard within his report.  
Councillor Venworth also reported to the clerk that this sign requires some maintenance work carried out.

Councillor Atterwill suggested that the small wooden noticeboard is removed from the back and in springtime this could be rubbed down and repainted.

The Clerk will contact Tangerine Creative to provide a quote for an up to date map to be installed inside the noticeboard to include the permissive paths.

All agreed.

**8. Highways**

**a) To Receive Reports of Highways Faults / Matters for Attention**

Councillor Lappin and Councillor Atterwill reported that there are a number of properties that have overhanging hedges encroaching on the footpath.

The Clerk will send letters to the residents to request that this is cut back.

Councillor Keen reported that the 30mph signs all require cleaning. He has offered to carry this out. The Clerk is to enquire if these are the responsibility of Breckland Council or NCC.

Councillor Atterwill reported that he had received complaints from residents in Cullum Close regarding the parking issue. This has been preventing emergency services and oil delivery trucks access to the properties.

The Clerk will send a letter to all residents to request that they park respectfully.

The 30mph sign on Dereham Road is laying on the bank.

Councillor Turner raised the issue with the drain outside the garage on Town Street and the water coming through the bowling green.

The Clerk has again requested that this is examined using a camera to identify the problem.

This has now been requested by the highway technician and he will confirm with the Clerk when this will be carried out.

Councillor Atterwill has also spoken to Mr Carrick who has said that the green will need to be dug out during the closed season.

The drain outside the shop will also need inspecting as this is still an ongoing problem, the Clerk will ask Highways to include this in their camera investigation.

**i. To Receive an Update on Highways Work reported**

Following a site meeting with the Highways Technician the Clerk requested an update on the surfacing of Primrose Square – This has been programmed in however is not listed as urgent so may take up to three months.

The Clerk chased up the extended kerbing work on Frogs Hall Lane. The technician was surprised that this has not been actioned yet so has reprogrammed the work.

**ii. To Receive a Report regarding the Grass Cutting/Hedge Cutting in the Village**

The Clerk has requested a quotation from CGM to extend the contract for 12 months.

Norfolk County Council have given notice that they do not require Serco to cut the estate roads next year as they are taking it back in house. Norfolk County Council have confirmed that they will be reducing the number of cuts by half.

The Clerk has also received a response from the Highways Engineer that, the central team usually wait until January to set the RPI. Once this is complete, then they will provide the Clerk with a cost.

The Clerk has requested the budget for the current year and is awaiting a response.

The Clerk is obtaining an up to date map of the village with a view to marking the verges that require cutting on a plan.

When all of the information is received then the tender document can be produced.

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Councillor Atterwill also reported that Serco will still be responsible for cutting Breckland Council land. They own a great deal of the grassed areas at 'Middlecamp'. Councillor Atterwill has had a conversation with Breckland Council with regards to possibly transferring three pieces of land on 'Middlecamp' to the Parish Council.

Breckland Council have confirmed that they would potentially like to transfer all of the land to the Parish Council. This will allow the Parish Council to maintain the space, rectify any parking issues and the possibility of providing play equipment for the younger residents.

Breckland have suggested that they will speak to the planners to see if they can seek outline planning permission to build two houses at the end of Gray Drive. This could then provide funding in order to improve the site.

Councillor Atterwill is also meeting the Contracts Manager on site at Middlecamp with a view to discussing the quality of the cuts.

Councillor Atterwill will then request a quotation from them in order to cut the area. This can then be included in the grass cutting budget for 2022/2023.

### **iii. To Receive an Update on the Trees on Rectory Road**

The Clerk has had a site visit with a highways technician to assess the trees on Rectory Road. It was agreed that the tree opposite the original entrance to the Old Rectory will be removed as it is dead.

The technician then assessed the larger tree and initially stated that there was nothing wrong with it. However, seeing how far the branches overhang and brush against buses passing through. He has agreed to programme this in to be trimmed back.

### **iv. To Receive an Update on the Waterfall Bridges**

The Clerk had circulated an email to councillors ahead of the meeting from the Bridges Team with an update on when the work will be completed.

This will now be carried out in the spring time due to the change in weather and the materials that will be used.

The Clerk has conveyed to them the disappointment in the time delay.

### **b) To Receive an Update on the Trod on Woodgate as part of the Parish Partnership Scheme**

The Clerk shared the original plan on the screen.

Councillor Atterwill reported that at the time of the original request a price had been provided to the Parish Council of £7,500 to install the trod from the surgery to Norwich Road.

The design team then attended site and reported that the quote was incorrect as the Manager did not attend site to survey the location.

Following a site visit with the design team and the landowner an alternative design was agreed to install the trod up on the bank from the layby to Norwich Road.

Norfolk County Council have now reported that in order for this design 30 metres of trees will need to be removed to adhere to the grading regulations.

The Clerk then shared an up to date plan on the screen to extend the trod from Norwich Road to the junction of Woodgate Lane which would not result in the loss of any trees

NCCI have now provided a quotation of £38,000. There is £7,500 in the existing fund.

The Clerk was offered to use the Parish Partnership for 2022/2023 to possibly raise further funds.

It was agreed that Councillor Atterwill will now correspond with the landowner to look at further options and will provide an update at the November meeting.

### **c) To Receive an update on the Community Speedwatch Scheme**

Councillor Turner confirmed that the Speedwatch is running very well and has been very successful however there is still the requirement for further volunteers.

Norfolk Constabulary have also offered their support.

Councillor Atterwill thanked Councillor Turner and the volunteers for their time.

**9. Flooding in the Village**

**a. To Receive an Update on the Flooding report**

Councillor Atterwill had forwarded an email correspondence from the Flood Authority regarding the Woodgate Park planning application. There is now a team in place looking at the details and the implications with the existing flooding issues in the location.

**10. To Receive a Report on the Jubilee Festival**

Councillor O'Dowd reported that there is going to be a four day Platinum Jubilee Festival in 2022.

It was reported that on the Thursday there will be a family fun/sports day to include the family rounders match.

The lighting of the beacon will take place on Thursday 2<sup>nd</sup> June at 8pm. Councillor O'Dowd has approached Dereham band to play for the event.

Councillor O'Dowd will be approached Mr Clegg with a view to providing some contact information for musical entertainment in the Church.

Councillor O'Dowd and the Clerk have spoken to the management at Darbys Freehouse and they are happy to run with a beer/gin festival with live music on Saturday 4<sup>th</sup> June.

Sunday 5<sup>th</sup> June is the official 'street party' day of the Jubilee. The Parish Council would like to hold this event on either Davidson Park or the Village Green.

Dereham band will then close the Festival from 6.30pm at the Village Hall.

*Councillor Atterwill requested permission to extend the meeting beyond 9.45pm.*

Events to run alongside the Festival will be the Scarecrow competition, the front garden competition, a best planter competition.

It is unknown if the QDG will be available to attend the event.

Councillor Atterwill then reported that there will be a rematch of the rounders match for the festival.

The Chairman's team against the Clerk's team. It was agreed that the team captain of the losing team will go in the stocks at some point during the celebrations

**11. To Receive an Update on the Green Grant for the CASM relaunch**

The Clerk has received confirmation that the decision for the green grant will be received at the end of week commencing 11th October 2021.

**12. To Consider the issue of dog fouling**

This item has been deferred as the Councillor who raised the item is not in attendance.

**13. Correspondence (For Exchange of Information Only)**

The Clerk reported that there will be a Memorial Token being presented to Parish Councils to mark the work of the local community during the height of the pandemic.

The Clerk is awaiting confirmation on when this will be for Swanton Morley Parish Council.

*The meeting was then suspended for further time allocated to the public*

One member of the public referred to the trees on Rectory Road and that he will hold Norfolk County Council responsible for any damage to his property or the surrounding area of his property.

He expressed his unhappiness at having to clear up the mess on a regular basis.

The member of the public also referred to the planning application for Lincoln House and has requested that if this work goes ahead that they do what they say they are going to do.

**14. Any Item to be Reported for the Next Agenda**

Parish Partnership

Trod

Disability swing

Dog fouling

Festival

Jubilee/Davidson Park Trees

**15. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 8<sup>th</sup> November 2021 at Swanton Morley Village Hall at 7.30pm.**

**16. To receive a proposal to close the meeting to the press and public for item 17, for the reason that the content of discussion relates to Staff matters (permitted under Section 1 para 2 of the public bodies (Admission to Meeting Act 1960)).**

Councillor Venworth proposed that the meeting is closed seconded by Councillor Rodrigues and carried.

*Four members of the public left the room*

**17. Staff Matters**

Councillor Atterwill had circulated an email update to Councillors ahead of the meeting regarding the appointment of the new Assistant Clerk.

It had been agreed at the September meeting that this decision was delegated to the panel.

All unsuccessful applicants have been contacted.

Mrs Jane Fabisz was the successful applicant and was in attendance at the meeting.

The meeting closed at 10.06pm

\_\_\_\_\_ (Chairman) \_\_\_\_\_ Date