

## MEETING OF SWANTON MORLEY PARISH COUNCIL

### MEETING MINUTES

Monday 11<sup>th</sup> April 2023 AT 7.40PM

SWANTON MORLEY VILLAGE HALL

**Councillors Present:** Mr R. Atterwill (Chairman), Mr J. Venworth, Mr B Almond and, Mrs A Walker-Fraser

**Also in attendance:** Mrs K. Pickard (Clerk), Mrs R Scaife (Assistant Clerk) and three members of the public

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

Councillor Atterwill reported that there will be no Parish Council election for Swanton Morley as only six nominees applied. They are elected unopposed. This also means that as 2/3 of the council are elect the Parish Council can adopt the General Power of Competence.

If there is anyone that would like to be considered to co-opt onto the Council, please contact the Clerk.

A member of the public reported that there has been an increase in the potholes through the village that needs addressing along with the quality of the work.

Councillor Atterwill agreed and also reported that these repairs can be reported on 'Fix my street' which the County council seem to respond to quickly.

Councillor Atterwill also reported the poor state that the pedestrian crossing that needs reporting again.

Councillor Atterwill suggested that himself and Councillor Venworth could carry out an inventory to be reported to County Council.

**There was no County Councillor Present**

**There was no District Councillor Report due to purdah**

#### ***The Meeting Went into Session***

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

Apologies received from Councillor Turner, Councillor O'Dowd and Councillor Rodrigues

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

Councillor Venworth declared an interest in item 5b and item 7c

##### **3. Minutes from the Parish Council Meeting of 20<sup>th</sup> March 2023 to be Accepted, Initialled and Signed**

**Councillor Walker-Fraser proposed that the minutes are accepted seconded by Councillor Venworth and carried.**

Councillor Atterwill abstained from voting

**4. Matters Arising from Minutes of 20<sup>th</sup> March 2023 (For Exchange of Information Only)**

None were raised

**5. Finance**

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

The Clerk reported that there is still an outstanding amount to CGM of £2767.76 inclusive of VAT.

Councillor Atterwill suggested that the clerk provides a further breakdown of all of the expenditure for grounds maintenance in the 2022/2023 financial year and to tally the total amount payable to CGM against the renewal quote received.

Councillor Almond proposed that the payments are made seconded by Councillor Venworth and carried

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 12	Bacs	£3838.99	
S2 Computers	Monthly subscription	Bacs	£168.84	£27.24
Dereham Taxi	Medical transport	Bacs	£48.00	
Viking	Stationery	Bacs	£30.72	£5.12
Viking	Stationery	Bacs	£33.28	£4.74
NPT&S	Annual subscription	BACS	£477.61	
Scribe	Annual subscription	BACS	£673.92	£112.32
NALC	Annual subscription	Bacs	£396.64	
		<b>Total</b>	<b>£5668.00</b>	<b>£149.42</b>

*Councillor Venworth left the room*

**b) Payments to be approved for members with a pecuniary interest**

Payee	Details	Amount
J Venworth	Postcrete	£38.78
	Total	<b>£38.78</b>

Councillor Atterwill proposed that the payment is authorised seconded by Councillor Almond and carried

*Councillor Venworth re-entered the room*

**c) Income to be reported**

Income Received from	Details	Amount
Barclays bank	Bank interest	£8.31
Swanton Morley Farms	Water bill	£773.80
		£782.11

The Clerk also confirmed that the precept has been received

**d) To receive an update on the Public Works Loan application**

The Clerk confirmed that the application has been received by NALC and they have begun the process with a representative from the Public Works Loan Board.

The Clerk is waiting to hear if any further information is required.

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Councillor Atterwill requested that the Clerk is clear that there is no grant funding available for an oil boiler and that this piece of work is urgent.

### e) **To discuss the Parish Council invoicing the Village Hall for the grass cutting of the playing field**

It was agreed to defer this item until after the next Village Hall Trust meeting

## **6. Land and Planning**

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

No applications received.

### **b. To Receive Report on Planning Decisions by Breckland District Council**

3PL/2022/1354/F - 11 Middleton Avenue - Conversion of a Wooden Garden Room Into A Hairdressing Salon

Permission

3PN/2023/0007/PNE - Murrell Cottage, Town Street - Prior approval for proposal to erect a single storey rear extension projecting from the original rear wall by 6.6m deep, with a maximum height of 3.40m and eaves height of 2.65m (Prior Approval)

No prior approval

### **c. To receive an update on the Local Plan review**

Councillor Atterwill reported that there had been no further update other than the public consultation is still available online. This comprises of 60 questions. Councillor Atterwill encouraged councillors to have a look at this.

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

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

Councillor Walker-Fraser had sent the report ahead of the meeting for consideration.

It was reported that weedkiller will be needed to deal with Nettles now appearing in the grass and on the banks of car park and the tree survey will need to be carried out.

The Clerk confirmed that the consultant has been appointed and a date will be confirmed shortly.

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

Councillor Walker-Fraser had sent the report ahead of the meeting for consideration.

Councillor Walker-Fraser has had a tidy up in the ground, but a working party is still required for this, the weedkiller has been sprayed on the pathways.

It was also reported that there are a lot of plastic flowers being laid in the burial ground and if this is deemed environmentally friendly.

It was also agreed that the clerk would now appoint the contractor to carry out the work to the gates in the burial ground as agreed in the budget.

Unfortunately there is also another grave with concrete set kerb stones surrounding this, the is against the burial ground regulations.

The Clerk reported that the water supply is still ongoing, Breckland Council have requested a different route to lay the pipework and the clerk is awaiting an up to date quotation from the contractor.

Councillor Atterwill also reported that following a meeting with the cabinet member from Breckland Council about the small parcel of land adjacent to the burial ground, there are still talks about the Parish Council having the land signed over for the sum of £1 with a no development clause.

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

i) To receive an update on the water supply to the allotment site

The Clerk has been monitoring the water meter readings.

50% of the January bill has been reimbursed. A further bill has been generated from March for £526.09 which has been sent to the landowner.

There has been a leak identified coming from the sub meter so the landowner is going to inspect it.

The clerk is to request a quote for a sub meter to be connected in our existing line directly to the allotments so this can be monitored.

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

Councillor Venworth had circulated the reports ahead of the meeting for consideration.

It has been reported that someone had been scratched by a bolt that the cover had come off.

The Clerk is to order some new cover caps.

The new tree has now been planted on the Village green

i) To receive a quotation for treatment to the Village Green

The Clerk has requested a quotation to treat the grass on the Village Green.

Under the swings someone has picked up a rubber mat from underneath, the Clerk will look into the wet pour surfacing.

The alternative could be to remove the rubber matter, replace with new topsoil and turf the area. The rubber matting could then be re-laid over the top to pull the weeds down.

ii) To receive an update from a user of the Ability swing

Councillor Atterwill and Councillor Venworth have been liaising with the user of the Ability swing, they are due to be visiting another park area with the same swing to see if it works for them. They will also provide the measurements for the wheelchair to send to the contractor.

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

i) To receive an update on the maintenance work at Burgh Common

Councillor Atterwill reported that there has been no further update from the environment agency since the site visit that took place. This will be chased up.

Councillor Atterwill asked if there is any further update regarding the cows on Mill Common.

The Clerk will be getting an update from the owner and report at the next meeting

### **f) Streetlights**

Councillor Venworth circulated his report ahead of the meeting

There are three lights in the village that do not have a number on them, the Clerk is contacting the contractor to have this carried out.

### **g) Village Paths**

Councillor Venworth had circulated his report ahead of the meeting

There has not been any further update from the Trails Team regarding the pathway.

There has been a report of a damaged tree that has a TPO on it. The Tree Officer will be carrying out an inspection.

### **h) Noticeboards**

Councillor Venworth circulated his report ahead of the meeting.

Councillor Venworth also reported that he is carrying out the repair to the wall after the previous noticeboard was removed.

## **8. Highways**

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

The road is breaking up on Thompson Close  
Potholes in the village  
Surfacing on pedestrian crossing

### **b) To receive an update on the Community Speedwatch scheme**

The Assistant clerk has been co-ordinating with the volunteers to arrange further times to carry this out. There has been suggestions that this could be on an alternative day.

There was also a report that on a GPS system it states that Manns Lane is a 60mph zone.

The Clerk is to circulate the SAM data to Councillors.

### **c) To receive an update on the flooding on Woodgate**

The Clerk has received notification that the Water Management Team are looking into a date to carry this out still. The Clerk has copied in the Highway Director and County Councillor in all of the correspondence.

## **9. To receive an update on the Coronation Festival**

The flyers have now started distributing the flyers.  
The advertising has been put together.

The Clerk reported that the Saturday is going to be a shorter day to allow for the busier events on Sunday to include rounders and 'Swanton's Got Talent'.  
Councillor Atterwill thanked everyone for the effort that has been put into the event.

## **10. To receive an update on the elections**

Councillor Atterwill reported that the Parish Council will not be having an elections and District Council elections are taking place on 4<sup>th</sup> May.

## **11. Correspondence (For Exchange of Information Only)**

Councillor Almond reported that the 'Shed' now have a venue, a volunteer has come forward to be a treasurer and they also have a sponsor. One of the first items they are raising funds for is the insurance.

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

A member of the public said that they wanted to retain the settlement boundaries in the village. He made reference to the planning application on Woodgate that has caused issues with the flooding. Councillor Atterwill reported that during the site visit the it was discounted the surface water running off the Lincoln House development. Covers were removed from the manholes and it was working as it should be.

The main part of the survey will be to find out the riparian rights and who is responsible for maintaining some of the ditches running behind the houses.

The member of the public also reported on the handrails in the churchyard and that they need to be re treated. It was treated with a clear varnish in 2022 but they are deteriorating. Councillor Atterwill reported that the Parish Council are still waiting for the landowner to sort out the ownership.

Councillor Atterwill said if the Mens Shed would be mindful to write to the Parish Council for a donation, there is £100 in the budget earmarked for village groups

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

- Village Green treatment
- Cows on Mill Common
- Public Works Loan
- Water supply for the burial ground
- Allotment sub meter
- Surfacing under the swings
- Co-Option

**13. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 15th May 2023 at Swanton Morley Village Hall at 7.30pm.**

All agreed.

The meeting closed at 8.55pm.

Approved by \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_