

MEETING OF SWANTON MORLEY PARISH COUNCIL

MEETING MINUTES

Monday 9th January 2023 AT 7.30PM

SWANTON MORLEY VILLAGE HALL

Councillors Present: Mr R. Atterwill (Chairman), Mr J Rodrigues, Mr J. Venworth & Mr B Almond

Also in attendance: Mrs K. Pickard (Clerk). There were no members of the public

Matters Raised Under Time Allocated to the Public

No public in attendance

There was no County Councillor Present

District Councillor Report

Nothing to report

The Meeting Went into Session

1. To Accept Apologies for Absence

Councillor Turner, Councillor O'Dowd, Councillor Walker-Fraser accepted by Council.

2. To Receive Declarations of Interest

Councillor Atterwill declared an interest in item 5b

Councillor Venworth declared an interest in item 7c

3. Minutes from the Parish Council Meeting of 12th December 2022 to be Accepted, Initialled and Signed

Councillor Venworth proposed that the minutes are accepted seconded by Councillor Atterwill and carried.

4. Matters Arising from Minutes of 12th December 2022 (For Exchange of Information Only)

None were raised

5. Finance

a) Accounts to Approve for Payment:

The Clerk reported that there had been two additional invoices received. One from Mr Banham for the work to the posts on Davidson Park for £520.00 and an invoice from Dereham Taxi for medical transport for £54.00

Councillor Atterwill then discussed making a donation in the form of Gardening vouchers for Mrs Horstead who provides electricity for Christmas lights on the Village Green each year. This brings the total amount of accounts to approve for payment to £6941.15.

Councillor Atterwill proposed that the clerk purchases £50 of garden centre vouchers and the payments are approved seconded by Councillor Venworth and carried

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 9	Bacs	£4310.03	
S2 Computers	Monthly subscription	Bacs	£163.44	£27.24
BT	December	DD	£110.65	£18.44
N Power	Electricity	DD	£47.30	
Screwfix	Bell	BACS	£89.00	£14.83
CGM	2022 Contract	BACS	£691.94	£115.32
Norfolk Print	Mardler 24hr print	BACS	£648.61	
NGF Play	Gooseberry Hill repair	BACS	£256.18	£42.71
Mr Banham	Posts – Davidson Park	BACS	£520.00	
Dereham Taxi	Medical travel	BACS	£54.00	
Toftwood Garden Centre	Vouchers	BACS	£50.00	
		Total	£6941.15	£218.54

Councillor Atterwill left the room and Councillor Rodrigues took the chair

b) Accounts to approve for payment for members with a pecuniary interest

Councillor Venworth proposed the payment is made seconded by Councillor Almond and carried

Payee	Details	Payment type	Total amount payable
Wensum Valley Electrical	Christmas Lights	BACS	£275.08
		Total	£275.08

Councillor Atterwill re-entered the room and resumed the chair

c) Income to be reported

Income Received from	Details	Amount
P Littleproud	Burial fees	£300.00
Barclays	Bank interest – Manns Lane	£9.77
Barclays	Bank interest	£1.21
		£310.98

6. Land and Planning

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

None received

Councillor Atterwill reported that he has been notified that the Lincoln House planning application will be going to planning committee imminently. The applicant has been seeing to the drainage with regards to the nitrate neutrality and how it will apply as Swanton Morley is in the River Wensum catchment.

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

None received.

c. To receive an update on the Local Plan review

Councillor Atterwill reported that a Town and Parish forum was held at Breckland council in late December to set out a timetable for the local plan review. Councillor Atterwill, Councillor O'Dowd, Councillor Walker Fraser and the Clerk were all in attendance.

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There is an additional piece of land that has been put forward for development and as soon as the Parish Council receive the final list for consideration this will be discussed at a future meeting with a view to submitting comments on each piece of land.

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

a) Churchyard at All Saints' Church

Councillor Atterwill offered to carry out the inspections for the Churchyard and Burial Ground as Mr Curran has now resigned.

Councillor Venworth and Councillor Atterwill have been to the churchyard and wrapped up a memorial seat that is awaiting further maintenance work to be carried out. This was to protect it from the elements.

The costs for the repairs to the gates has been received for consideration in the budget.

b) Swanton Morley Burial Ground

i) To agree the next row of plots

The Clerk had sent the burial ground plan to councillors ahead of the meeting. This had the area beside the new footpath highlighted as the new row of plots moving forward. This would begin from the far fence line working up towards the gate.

All agreed.

Councillor Almond suggested further annotations to the plan for future reference.

c) Swanton Morley Allotments

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

The Clerk reported that a large bill has been received for the water supply to the allotment site.

The Clerk has contacted the landowner and will be having a meeting with them this coming week to find a resolution to the issue.

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

Youth area – it was noted some of the bolts need to be replaced on the gym equipment.

The table tennis net requires a small repair

There is still an issue with dogs being let off the lead on the field and coming through the gaps from Harkers Lane.

A quotation has been received from a contractor to install fencing along the perimeter of the Village Hall field. This is for 4ft stock fencing. Councillor Atterwill suggested that the clerk goes back to the contractor and requests a 5ft chain link fence instead.

The Clerk is to contact Oaks with a view to providing a quote for an additional camera to be installed overlooking the gym equipment.

Davidson Park – the clerk confirmed that there will be a nitrogen feed carried out in the springtime.

Councillor Atterwill reported that he had spoken with Mr Marsham regarding the jubilee tree. It was advised that the Parish Council purchases a smaller tree that would take in the ground easier and be able to nurture. This would require 4 wooden posts with braces to protect the tree.

Councillors agreed to delegate this piece of work to Councillor Atterwill.

The hedge row on the roadside requires trimming back. The Clerk will contact highways regarding this. Councillor Atterwill then referred to an agreement prior to Covid where there was going to be a wildflower area. This can be carried out in the springtime along with the planting surround of the lectern.

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Gooseberry Hill – The replacement seats and concrete slabs have been included in the budget for 2023/2024.

There is an abandoned car in the car park that the clerk will report this to Breckland council
Additional planings have been ordered to fill in the holes in the car park
Councillor Venworth has also asked for additional signage to be made available for the play area including contact information for the Parish Council
The gate is slightly bent and requires a small repair
Gooseberry Hill and the Village green have mole hills which will require a contractor to remove them

Village Green – The fencing is rotten in the old village hall car park and the Clerk has received a quotation to replace them at a cost of £480 + VAT.

Councillor Atterwill proposed that the fence and posts are replaced for £480 + VAT seconded by Councillor Venworth and carried.

The new Village Map on the Green has been very well received.

The clerk then raised a report received from a contractor that the wooden posts on Davidson Park have started to rot. There is an option to replace these with recycled plastic ones but Councillor Atterwill would like to carry out an inspection of these initially.

The clerk then reported that an email had been received from Awards for All confirming that the grant application has been successful for the 'Ability Swing' project, and they are giving the Parish Council £10,000 towards the purchase and installation.

e) Swanton Morley Common Lands

- i) To receive an update on the working party for Burgh Common
Councillor Turner is working with the environment agency and Natural England for an update on how this work can be carried out.

f) Streetlights

There are some overgrown streetlights. Councillor Venworth suggested a contractor to carry out one off cuts on the affected lights.

g) Village Paths

Nothing further to report

Councillor Atterwill had found some flyers from a few years ago with historical walks. Councillor Atterwill had suggested revisiting the flyers to put in the information point to encourage walkers into the village and passed them to Councillor Venworth. Councillor Rodrigues has contact with the lady who originally put these together.

h) Noticeboards

Councillor Atterwill asked if there were any noticeboards that needed consideration for the budget. It was agreed that the noticeboard at Gooseberry Hill could be replaced in line with the new benches and Ability swing being installed.

Councillor Rodrigues asked if the Assistant clerk could update the Police information in the noticeboards.

8. Highways

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

Pothole on Dereham Road near the farm coming into the village
Potholes on Hoe Road North
Flytipping on C site
Footpaths on Rectory Road need cleaning

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The bank on Tuddenham bends have damaged the bank
Pothole on Woodgate Lane

Councillor Atterwill also raised the issue of the grit bins and a post on social media.
They are suggesting the purchase of 8 grit bins to be placed around the village.

There are a number of issues with this.

1. Where to locate the bins giving full coverage
2. Cost of £200 per bin
3. Norfolk County Council will fill them but they will only put the bins on the grit route
4. Who is going to spread the grit and where will this be used
5. Risk assessments
6. Inspections
7. Insurance – The Parish Council insurance company would advise against these as if the Parish Council install the bins and obtain the licences if there is an accident then the Parish Council would be liable as they are assuming responsibility.

Councillor Atterwill has also been in touch with the school to discuss the issue of the footpaths and route to the school in icy conditions.

The school, Village Hall, and Little Swans will provide a letter recommending that Manns Lane is added onto the existing gritting route for consideration by Norfolk County Council.

It was agreed that Councillor Atterwill will update residents on social media about the decision surrounding grit bins.

b) To receive an update on the grass cutting tender for the forthcoming year

It was agreed to finalise the grass cutting tender at the Budget meeting

c) To receive an update on the Community Speedwatch scheme

Councillor Turner had sent a report ahead of the meeting that there is now provisional dates in for the 13th & 27th January and the 10th & 24th February, the Assistant Clerk is just waiting for the volunteers to confirm their attendance, however the lack of volunteers is always an issue as there are only 7 at present.

d) To receive an update on the flooding on Woodgate

The Clerk has received an email to confirm that when the flood team finish their current survey they will be coming to Swanton Morley to carry this out. The Clerk will send an update to councillors when this is confirmed

9. To receive an update on the Parish Council 'warm bank'

Advertising has gone out to promote the warm bank facility at the Village Hall and the clerk is monitoring this with the Assistant Clerk.

10. To discuss the Councillor vacancies and agree any actions necessary

Councillor Atterwill reported that there are two vacancies currently on the council.

As the elections are impending this year there is no immediate requirement to fill these.

It was suggested that the Clerk does a big push in the Mardler to see if there are any residents interested in standing on the council

The information that the clerk has for the elections 2023 will be circulated to councillors.

The Clerk confirmed that upon receipt of Mr Curran's resignation an email was sent to confirm receipt and with thanks for the time spent on the council

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11. To Receive an Update on CASM

As Mr Curran has resigned from council this also includes CASM.

It was suggested that the clerk contacts the members of CASM to put it on hold.

CASM could then be re structured and include support to the Village Hall to make it more energy efficient.

CASM could also be involved in the wildflower meadow on Davidson Park.

There is an event booked in the diary for February half term by the Norfolk and Norwich Bat Group which CASM were going to be supporting. The clerk will send the information to Councillor Atterwill.

12. To receive an update on the 'Mens Shed'

Councillor Almond reported that the next consultation for the 'Shed' project is going to take place on Sunday 15th January. The responses that have been received so far is positive.

Councillor Almond is going to set up a Zoom link for any online attendee.

The clerk will contact a trustee for Menscraft to be in attendance if possible.

There is also going to be a quiz

The clerk has also changed a board in the foyer for 'Health and Wellbeing' and this will include any information for 'Mens Shed'

Councillor Almond is hopeful to start activities as soon as possible and is looking to use some space in the Village Hall until funding is available for a building.

Councillor Atterwill had a long term idea for the location for the 'Mens shed'. If the Parish Council were to carry out their grass cutting in the future, they could purchase a steel frame building to be sited at the Village Hall, half of this could be used for grounds maintenance and half could be used for the 'shed'

13. Correspondence (For Exchange of Information Only)

Correspondence has been received from a parishioner requesting copies of the footpath tender documents. The request was denied due to the information being commercially sensitive.

Confirmation has been received from Breckland Council that they are providing grants of £500 for the Kings Coronation, the Village Hall would need to apply for this fund as Parish Council are not allowed to.

The Clerk has also received a poster from the Heritage fund to offer possible grant funding for small projects.

Councillor Atterwill suggested that an information board could be funded relating to the old paper mill at the waterfalls. It was demolished in 1787 by fire. This could also include information on the windmill at the old bakery site. This was the largest post mill round house windmill in Norfolk. Swanton Morley's wealth was built on the paper mill. Information may be available on parish records or from the Norfolk records office. Mrs Stone may also hold some information.

The Clerk also reported that a resident had a sewage issue on Town Street and that Anglian Water have confirmed that the whole system needs upgrading. This will be monitored

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

No public were in attendance

14. Any Item to be Reported for the Next Agenda

Local plan sites

Water supply burial ground

Concrete slabs

Environment agency

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

All agreed.

Councillor Atterwill requested that the date of the budget meeting is moved to Thursday 19th January.
All agreed

The meeting closed at 9.26pm.

Approved by _____

Signed _____

Date _____