

SWANTON MORLEY PARISH COUNCIL MEETING MINUTES

Monday 14th March 2022 AT 7.30PM

SWANTON MORLEY VILLAGE HALL

Councillors Present: Mrs B. O’Dowd (Vice Chair), Mr J. Keen, Mr J. Venworth, Mr D. Turner and Mr G. Curran.

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

Matters Raised Under Time Allocated to the Public

One member of the public wanted to request that an offer to purchase a grit bin to be included in the minutes from the December meeting.

Another member of the public wanted to raise the issue of the parking on Manns Lane and the volume of traffic.

Parking on Hoe Road East was also discussed as this is causing traffic to be backed up when they have larger vehicles delivering materials.

Councillor Curran suggested that the Clerk look at the Construction Management plan to see what solution should be implemented.

There was no County Councillor Present

District Councillor Atterwill and District Councillor Duffield sent their apologies

The Meeting Went into Session

1. To Accept Apologies for Absence

Apologies were received by Councillor Atterwill and Councillor Rodrigues; these were accepted by the council.

2. To Receive Declarations of Interest

Councillor Turner declared an interest in items 7c

3. Minutes from the Parish Council Meeting of 15th February 2022 to be Accepted, Initialled and Signed

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

4. Matters Arising from Minutes of 15th February 2022 (For Exchange of Information Only)

None were raised

5. Finance

a) Accounts to Approve for Payment:

Councillor Venworth proposed that the following payments are made seconded by Councillor Turner and carried.

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Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 11 – under contract	BACS	£3045.31	
CGM	Grasscutting	BACS	£643.67	£107.28
BT	Telephone line	DD	£124.16	£15.10
E.On	Streetlight electricity	DD	£94.62	£3.10
S2 Computers	IT support	DD	£141.84	£23.64
East Anglian Air Ambulance	Donation	CHQ	£50.00	
Community First Responder	Donation	CHQ	£50.00	
Norfolk Accident Rescue	Donation	CHQ	£50.00	
Citizens Advice Bureau	Donation	CHQ	£100.00	
Norfolk Rivers Trust	Donation	CHQ	£50.00	
Norfolk Wildlife Trust	Donation	CHQ	£50.00	
Woodland Trust	Donation	CHQ	£50.00	
Bracken Pest Control	Mole treatment	BACS	£260.00	
Viking	Stationery	BACS	£168.23	
		Total	£4291.84	£250.92

b) Income to be reported

Income Received from	Details	Amount
Burial Fee	Burial Ground	£150.00
Allotment fees	Allotment holders	£102.00
Breckland Council	Medical Transport Fund	£500.00
Gardening Club	Donation	£200.00
	Total	£952.00

6. Land and Planning

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

None received

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

None were received.

c. To note the Parish Council response to planning application number 3PL/2019/0513/F

The planning response had previously been sent to Councillors for approval. This was formally accepted in the meeting.

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 consideration.

It was reported that work is required on the gate facing towards the road. The Clerk is to request some quotes.

The West and North side still have an issue with moles. The Clerk has appointed the contractor who treated the burial ground.

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b) Swanton Morley Burial Ground

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

Councillor Curran reported that there is a loose branch hanging over the gate. The Clerk will request that the contractor trims this back.

The Clerk wanted to place on record her thanks to Councillor Curran and Mr Brooks for clearing the burial ground of loose twigs and debris.

c) Swanton Morley Allotments

Councillor Turner reported that the allotment site is now coming back to life following the winter period. There are a few plots that require attention so the Assistant Clerk will be contacting the allotment holders to make good their plots ahead of a site visit in April.

The post for the last tap will now be installed.

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

Councillor Keen had circulated his reports ahead of the meeting for consideration.

Councillor Keen raised the issue of the bulbs that have been planted on Davidson Park and if there would be an issue for the grass cutter.

The Clerk confirmed that these are regular flowers that bloom and the contractor is aware.

i) To Confirm Arrangements for a Working Party to Collect and Plant the remaining trees on Davidson Park

It was agreed that a working party would meet on Saturday 26th March at Davidson Park. The Clerk will circulate confirmation.

ii) To Confirm Arrangements for a Working Party to Tidy up the Village Green and Gooseberry Hill Park

It was agreed that a working party would potentially meet on Saturday 2nd April. The Clerk will send a request by email.

iii) To Consider repairs to the right of way across the Village Green leading to the rear of the Town Street Cottages

Councillor Atterwill had sent in information to the Clerk ahead of the meeting to request Councillors agreement to purchase planings to fill in the large holes on this piece of land.

Councillor Venworth proposed that the planings are purchased and put into the holes with Mr Marsham's machine seconded by Councillor Keen and carried.

e) Swanton Morley Common Lands

i) To Receive an Update on the access to Mill Common following correspondence received.

The Clerk confirmed that a full search of the boundary would need to be carried out on Land Registry. This will include the properties surrounding the site. The Clerk requested approval to purchase the records.

Councillor O'Dowd proposed that the Clerk purchases the relevant records from Land Registry seconded by Councillor Turner and carried.

f) Streetlights

The Clerk reported that it appears that a large vehicle has damaged a streetlight column on Middle Camp. This has been reported to the contractor who carries out the repair to investigate.

g) Village Paths

Councillor Venworth reported that the new posts to be installed with signage have now been painted and are ready to be installed.

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Councillor Atterwill had forwarded correspondence to the Clerk ahead of the meeting to discuss the Harkers Lane footpath and the churned footpath opposite the school.

It was agreed that the Clerk could carry out a Land Registry search to establish ownership.

h) Noticeboards

i) To Receive an Update on the Parish Noticeboard

The clerk reported that the Parish Noticeboard had been damaged and the door is currently in the office. The Clerk has contacted the manufacturer who is going to provide a replacement.

The Clerk is to contact Tangerine Creative to provide a quote for some designs for a new map and backing for the Millenium Sign on the Village Green.

8. Highways

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

It was reported that the verge at the bottom of Norwich Road has been damaged and needs reporting. The pathway on Rectory Road opposite the bus stop requires attention. The road surfacing on Rectory Road by the zebra crossing requires attention as it is causing large puddles. On Frogs Hall Lane there is a demolished road sign and post.

i. To Receive an Update on Highways Work reported

The Clerk reported that many of the pot holes have now been filled. The surfacing work on Primrose Square has been re scheduled. The Kerbing work on Frogs Hall Lane is due to be extended but the Clerk has not received a new date.

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

This item was deferred in Councillor Atterwill's absence.

c) To Receive an update on the Community Speedwatch Scheme

Councillor Turner reported that there hasn't been any further Speedwatch sessions carried out due to the number of volunteers. The Clerk and Assistant Clerk will be publishing a request for volunteers on social media and in the Mardler.

9. To Receive an Update on CASM

Councillor Curran reported that the CASM event is going to be held on Saturday 23rd April and had sent out information and objectives ahead of the meeting.

The group are looking into the possibility of using the spare area at the back of the allotments for a tree nursery. It was agreed that the clerk will contact the Landowner for agreement on this.

The group are also discussing the possibility of having a recycling collection point at the Village Hall during the event.

10. To Receive an update on the Swanton Morley Jubilee Festival

Councillor O'Dowd reported that the plans for the Jubilee Festival are coming together. The Clerk and Councillor O'Dowd have applied for grant funding through the National Lottery to support this.

Councillor O'Dowd wanted thanks placed on record to Mr Ian Cawdron for putting the working group in touch with a pipe band for Sunday.

There is the possibility that a second bugler will be required.

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The Clerk and one of the volunteers are looking into sourcing a choir for the lighting of the beacon. A volunteer is organising the royal theme Scarecrow competition.

Mr Palmer has confirmed that there will be a special service being held on Sunday 5th June in the morning at All Saints Church.

11. Correspondence (For Exchange of Information Only)

The Clerk reported that the resignation of Councillor Cawdron has been received due to personal reasons.

Councillor Keen proposed that the Clerk will send flowers seconded by Councillor O'Dowd and Carried.

The Clerk reported that there had been reports of dog fouling on the Village Hall playing field and requested agreement to purchase replacement signs for the gates.

All agreed

The Clerk then requested agreement to attend the Norfolk Parish Training and Support seminar being held on 31st March 2022.

All agreed

The Clerk also reported that correspondence had been received that day from Breckland Council to request a food bus is sited in the carpark for the members in the community to benefit from. This would be on a Tuesday.

Councillor Curran requested that further information and how this initiative will run is circulated for consideration.

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

One member of the public wanted to report that there should be a dog ban in any area where there are children.

Councillor O'Dowd responded that the playing field is not a gated play area therefore the Village Hall Trustee can only request that dogs are kept on leads and that owners clean up any mess.

Another member of the public confirmed that there will be a Patient Participation group meeting being held on 23rd March. Councillor O'Dowd will be in attendance.

The Clerk will contact the Practice Manager to set up a meeting.

Another member of the public confirmed that there is a tree nursery at Gressenhall.

Another member of the public has offered to look at the gate at the churchyard with a view to removing and repairing it.

Councillor O'Dowd and the Clerk thanked him.

12. Any Item to be Reported for the Next Agenda

An update on the Trod

An update on the Land Registry search for Mill Common

13. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 11th April 2022 at Swanton Morley Village Hall at 7.30pm.

All agreed.

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The meeting closed at 9.15pm

_____ (Chairman) _____ Date