**Minutes of the Meeting of Brundall Parish Council**

**Held on Monday 22nd March 2021 at 19:00**

**online via Zoom**

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| **Present:** **Chairman**: Cllr K WilkinsCllr J Warns, Cllr J Mickelburgh, Cllr G Abbott, Cllr G Buckley, Cllr A Bonham, Cllr M Savory, Cllr C Whitehouse, Cllr P Gabillia, Cllr J Warne, Cllr G Springett, Cllr L Britt**Parish Clerk(s)**: S Smyth, C Dickson |
|  | *Details* | *Action* |
|  | **Housekeeping**The Coronavirus Act 2020 allows all Local Authorities to hold meetings via video link. Any decisions made via this setting are legally made.The Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council.  |  |
| **2021-0035** | **Apologies for Absence** None. |  |
| **2021-0036** | **Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI)**Cllr Britt - planning - lives behind 102 The Street.Cllr Warns - planning - lives behind 102 The Street.  |  |
| **2021-0037** | **Minutes of the Previous Meeting**It was **resolved** to approve the Minutes of the Parish Council meeting held on 22nd February 2021. |  |
| **2021-0038** | **Actions from the Minutes (Not on the Agenda)****2021-0022** - flooding issues to CCllr Proctor - being collated by NALC but copy in CCllr Proctor**2021-0024** - John Evans Good Citizen Award - on agenda.**2021-0032** - member of the public query - a response has been sent and the member of the public is satisfied with the reply. |  |
| **2021-0039** | **Public Participation**CCllr Andrew Proctor gave an update from Norfolk County Council: Covid - cases are still with us but the incidence is much less, now down to 35/100,000. The vaccination programme in Norfolk & Waveney has been a great success. It is in the top 5 performing health systems in the UK. Testing will be with us for some time. The recent surge testing in Roydon had 7500 tests, producing 51 positives. NCC is to oversee all contact tracing in the County, called the Local O Scheme, where cases are passed straight down to local tracers. So far the success rate that CCs have had in contact tracing is greater than 90%.A new programme the CC is leading on, ‘Chances’, is to provide help for those not able to access National schemes to support getting back in to work. Could include help to identify skills gaps, finding suitable training and qualifications, support to access services to improve health and wellbeing, or finding ways to overcome any barriers to access work such as transport or childcare.Recent Government announcements that could benefit Norfolk: the Levelling Up fund is open for bids up to £20m per constituency for capital projects. The initial priority areas in Norfolk are King’s Lynn & Great Yarmouth. The Community Renewal fund, primarily revenue funding for other projects - Great Yarmouth, King’s Lynn, Norwich and North Norfolk in the first wave - and is also a bidding process. Bus Back Better strategy outlines reforms of how bus services are planned and delivered. £3bn pot, and again a bidding process. The changes outlined include simpler fares with daily price caps, more evening and weekend services, integrated ticketing and services across all transport modes, all busses to accept contactless payment.Next Monday is the next tentative step in roadmap to lifting Covid restrictions. We still all need to follow the rules. The 12th April is a date to look forward to for a beer in pub (outside).DCllr Grant Nurden gave an update from Broadland District Council: I attended the meeting at the end of last month which approved the increase Council Tax previously reported. The District Council has been involved in contact tracing as well. The number cases and contacts is falling as lockdown continues. It is anticipated however that the demand on the team will increase with the reopening of schools and the increase frequency of the lateral flow testing.Requests for support continue to be made to the Help Hub largely from those that are clinically extremely vulnerable. These have been much diminished in last four weeks. Anecdotally this appears to be because the local volunteer groups taking requests directly. Requests for help with food and fuel poverty have been zero in last few weeks.Requests requiring Council spend has seen the percentage of cases dealt with by the local groups increase. The Covid support advisors continue to patrol areas across the District. In the last 2 weeks about 500 people were spoken to, which is a significant increase on previous weeks. This could be due to the increase in people out and about following the improvement in the weather and the roadmap. The Budget gave some details of the Restart Grants but have to wait for the full Government guidance. The Budget also indicated that a further £425m will be made available to local Councils to continue to provide discretionary support. In order to access this funding, up to £1m/authority, Councils must first spend their Additional Restrictions Grant Funding.A new Hospitality Restart Adaptations Grant is being launched which will offer more support to our hospitality sector to help them open safely during the initial reopening after lockdown.DCllr Sue Prutton: nothing further to add to Cllr Nurden’s report. There have been no additional requests from Brundall.No further public participation. |  |
| **2021-0040** | **Chairman’s Report given by Cllr Wilkins**﻿I have a brief report this evening just to reflect that as we are now close to the end of the council’s financial year. How challenging the past twelve months have been for our community, just over a year since the first national COVID lockdown. However, we have seen so much fortitude and resilience amongst individuals, organisations and businesses, together with so many examples of support, volunteering and caring that we should be grateful for the way in which everyone has responded and continues to do so. Now that we have seen half the adult population vaccinated and the Government roadmap to ease restrictions set out, we can see some light emerging at the end of the tunnel, although of course there is a long way to go to make sure, as much as we can, that there is no reversal. Tomorrow is the Marie Curie national day of reflection to pause and reflect on the many who have died, support families who have been bereaved and hope for a brighter future. It is a good opportunity to remember the impact this pandemic continues to have but in the words of Sir Tom ‘we hope that tomorrow will be a good day’.Stay safe |  |
| **2021-0041** | **Committee Reports****Land Management Committee’s Report given by its Chairman Graham Abbott** A Land Management meeting was held last week with reports from the various groups. At the allotments the growing season is now beginning and there is currently 1 plot available. The Clerk has completed the quarterly inspectionThe Countryside Park western track is a bit sticky at the moment, but overall it has coped quite well with the weather and level of footfall.At Cremer’s Meadow some recent fallen trees have been made safe. There has been some vandalism and mess at the educational hut. Wooden shutters will be installed to prevent access. The Police have been informed and the committee is considering wildlife cameras to catch any future events. Talks with Blofield about a bridge to Marty’s Marsh have taken place, but it is not yet clear how it will be funded. The pond water level management work should be starting soon.Richard Farley and John Fleetwood have revitalised the hedge along the southern boundary of the Cemetery, and also planted hedging along the northern path. It should improve the visual appearance of the Cemetery and enhance the quiet area of the graves area. And Richard will soon be reinstalling the WW2 bench that he repaired after it was vandalised.A white van hit the bus shelter by The Dales. A resident had caught it on their dash-cam, which has been sent to the Police and our insurers.The Committee approved the Risk Assessment and Church Fen Management Plan from the Broadland Tree Network.The Land Management budget is 60% spent.It was unanimously **resolved** to approve the Risk Assessment for March 2021. The Church Fen Broadland Tree Network Management Plan was noted and approved.**Recreation and Wellbeing Committee Report given by Cllr Britt**A meeting was held on the 15th March. A representative of the 2nd Brundall Scouts were in attendance and had not been made aware of the LEMH development. They were concerned about traffic on the corner of Highfield Avenue and Blofield Road.Cycle Routes - the Clerk has been looking at financial support and had a meeting with BDC to look at the Green Infrastructure Fund. It included where possible routes could go & link up with. The Draft Letter of Accord was presented to the Committee, and it will be signed soon. Cllr Wilkins has signed already on behalf of the Council.The development of wildlife areas on open spaces and verges in Brundall was discussed. A cross-party sub-group of Committee members and residents was proposed to take it forward.A current subgroup is working on health and wellbeing, with recreation. It is a communication information seeking group about the needs of local residents within the community.An update on the Sports Hub was given.Meeting dates were set for the whole year; the next one is the 12th April. **Advisory and Scrutiny Committee**Nothing to report since the last meeting. The next committee meeting is the 6th April 2021. |  |
| **2021-0042** | **Grass verges in Brundall**Cllr Buckley suggested that the Council needed a Wildlife Policy that would be wider than what is being looked at by the Recreation and Wellbeing Committee. It will impact R&W and Land Management. A sub-group can be formed to work on it, including expert advice. The sub-group will take their findings to the R&W Committee to formulate a policy, which can then be considered by Advisory and Scrutiny, before coming to full Council.The sub-group will be Cllrs Britt, Buckley, and Warns to start with, and advice to be sought from Tim Strudwick.The Council **approved** the formation of a sub-group to look at the issues involved in adopting a wildlife friendly management approach to the open areas and grass verges in Brundall. |  |
| **2021-0043** | **Update on the Sports Hub given by the Chairman**Nothing much further to report, waiting for some responses to queries. The Clerk has written to the head of planning at Broadland as has been no response to our questions on the planning application conditions - reptile survey, treatment of waste, requirement of footpaths. No reply as yet. The notice to obtain the land and funding has been issued to Broadland, and we are waiting for that to be finalised. We have received confirmation of the approval of the GNGB grant of £100,000. There are a few conditions attached, including regular reports and updates on progress.  |  |
| **2021-0044** | **Report by the Memorial Hall liaison - Cllr Bonham** A trustees meeting was held on the 18th March. The hall remains closed, with the staff on flexible furlough, working 1 hour per week. Most of the discussion revolved around the reopening of the hall in order to generate some income. It is due to reopen on the 7th June, all being well.The finances are holding up. There has been no rental income, only a monthly grant from BDC. The hall is running at a small loss at the moment, which was felt to be encouraging.The Charity is moving ahead to become a Community Interest Company in April. The AGM will be on the 20th May, via Zoom. |  |
| **2021-0045** | **Road naming of the Church Mead development** Councillors were thanked for taking the time to vote for their preferences of all the names put forward. The top 7 were:Kingfisher CloseBittern WayDavid CappHeron DriveHarrier CloseReedcutters AvenueWherry WayThe Council unanimously resolved to put forward the 7 names.  |  |
| **2021-0046** | **Planning** **20210354 -** **Description**: Proposed Single Storey Extension to Front and Rear **Location:** 102 Lackford Close, Brundall, NR13 5NL. The Council resolved to **support** the application.**20210366 - Description**: Erection of outbuilding to be used as a home office **Location**: Church Cottages, 102 The Street, Brundall, Norwich NR13. The Council resolved to **object** to the position of the outbuilding. It is sited too near to the cottages, overlooking the neighbour, and does not compliment the style. The Council suggested a better location might be at the rear of the cottage or nearer the road. |  |
| **2021-0047** | **Finance****Bills for payment for March 2021**– £14,301.95 (see below). The payments were **approved** by the Council. Cllr Britt checked the bank statements for the payments made as listed on the payment schedules for February 2021. All payments were correct. The Council resolved to **confirm** the payments.The Council considered a donation request from the Broadland Tree Network for a minimum donation of £30. The Council **approved** a donation of £50. It will be paid from the 2020/21 budget. |  |
| **2021-0048** | **Clerk’s Correspondence**20mph restrictions: advice from the Highways Engineer was for a crossing and that Highways would not pursue a blanket 20mph zone across the village. The Council is limited by funding and have decided, after some debate, that the priority is for the zebra crossing. The speed sensor has been located on Highfield Avenue recently and therefore there should be data on vehicle speeds.The Parish Partnership funding application has been successful in obtaining funding for the feasibility study into the zebra crossing, with a pledge for half the Council’s costs to be covered from the County Council Ward budget. If it is found to be feasible then the Council will receive costs for the next stage. It has turned out to be a longer process that initially thought.A 20mph speed limit round the village is a popular idea but would be a considerable cost for the Council. Cllr Buckley suggested investigating a voluntary village-wide 20mph.It is hoped the Community Speed Watch will be up and running soon. The Police have been seen recently undertaking speed checks at the bottom of The Coigncroft.Slow internet speeds: the Virgin rollout a few years ago did not go down any unadopted roads due to easement issues. The Clerk will pass on the information from CCllr Proctor as it is under query at the County Council.\*An email from BDC regarding the Armed Forces Covenant arrived too late for the agenda. To be considered at the next meeting. | \*Clerk |
| **2021-0049** | **Items for the next Agenda Meeting of the Parish Council**Armed Forces Covenant |  |
| **2021-0050** | **Date, time and venue of next Parish Council Meeting****26th April 2021 – 7pm online via Zoom**Meeting closed at 20.22 |  |
| **2021-0051** | **Closed Session: nominations for the John Evans Good Citizen Award**The Council unanimously agreed the recipient of the John Evans Good Citizen Award for all the work and volunteering they do in and around the village. The nominated person will be announced at the Annual Parish Meeting. |  |
| Signed as a true record …………………………………………….……. Date …………………………  |

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| **PAYMENTS FOR March 2021** |  |  |  |
|  | Net | VAT | Gross |
| Parish clerk costs | £4,875.60 | £0.00 | £4,875.60 |
| Office expense | £139.91 | £3.93 | £143.84 |
| Telephone | £32.00 | £6.40 | £38.40 |
| Room Hire | £41.67 | £0.00 | £41.67 |
| Training | £185.00 | £37.00 | £222.00 |
| Annual Fees | £686.50 | £0.00 | £686.50 |
| Grass cutting monthly contract | £575.70 | £115.14 | £690.84 |
| Street Lighting | £226.17 | £45.23 | £271.40 |
| Handyman and cleaning | £450.00 | £0.00 | £450.00 |
| Cemetery | £3,500.00 | £0.00 | £3,500.00 |
| Allotments | £17.10 | £0.00 | £17.10 |
| Trees | £350.00 | £70.00 | £420.00 |
| Projects | £2,000.00 | £0.00 | £2,000.00 |
| Grants / Donations | £50.00 | £0.00 | £50.00 |
| Refuse collection | £894.60 | £0.00 | £894.60 |
|  |   |  |  |
| **Total expenditure** | **£14,024.25** | **£277.70** | **£14,301.95** |
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| **RECEIPTS FOR March 2021** |  |  |  |
| Cemetery | £250.00 |  |  |
| Allotments | £40.69 |  |  |
| Persimmon legal fund | £5,730.00 |  |  |
|  |   |  |  |
| **Total Income** | **£6,020.69** |  |  |
| Transfers from BDC Parish Deposit | £0.00 |  |  |
| Bank balance as at 18/3/21 | £38,425.11 |  |  |