# Brundall Parish Council

Minutes of the Meeting of Held on Monday 26th July 2021 at 19:00at the St Laurence Centre, Brundall

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| **Present:**  **Chairman**: Cllr K Wilkins  Cllr C Whitehouse, Cllr G Abbott, Cllr G Buckley, Cllr A Bonham, Cllr P Gabillia, Cllr L Britt, Cllr G Springett  **Parish Clerk(s)**: S Smyth, C Dickson | | | |
|  | *Details* | *Action* |
|  | **Housekeeping**  The Covid restrictions were explained to those in attendance.  The Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council. |  |
| **2021-0102** | **Apologies for Absence**  Cllr J Mickelburgh, Cllr J Warne, Cllr M Savory, Cllr J Warns. Accepted. |  |
| **2021-0103** | **Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI)**  None received. |  |
| **2021-0104** | **Minutes of the Previous Meeting**  It was **resolved**, with 2 abstentions, to approve the Minutes of the Parish Council meeting held on 28th June 2021. The minutes were signed by the Chairman of the meeting, Cllr Wilkins. |  |
| **2021-0105** | **Actions from the Minutes (Not on the Agenda)**  **2021-0099** - will NCC pay for the kissing gate - on the agenda |  |
| **2021-0106** | **Public Participation**  County Councillor Andrew Proctor gave an update: current and imminent key projects include:- the Norwich Western Link where a planning application is expected next year; the 3rd river crossing in Great Yarmouth which should enable increased support for the offshore industries; the Long Stratton bypass; supported living schemes being built in Acle and North Walsham; Easton Special Education Needs schools in Great Yarmouth and Fakenham.  Progress is being made with the Norfolk Strategic Flooding Alliance. There are 16 areas to sort out, some simple, some more complex. The two most pressing are finances and arranging a single point of contact. A new phone number for all flooding issues has been created - 0344 800 8103.  Norfolk County Council has a £40m gap in its £1.4b budget which means there will be some difficult decisions to be had. Sustainable funding of Adult Social Care is crucial.  There has been a drop in overall Covid numbers.  District Councillor Sue Prutton informed the meeting that the first sod was due to be turned today on the Food Research Hub in Easton.  A representative from Brooms gave a presentation on their plans for redevelopment of their site.  No further public participation. |  |
| **2021-0107** | **Chairman’s Report given by Cllr Wilkins**  ﻿No report given as there is nothing to report that isn’t on the agenda. |  |
| **2021-0108** | **Committee Reports**  **Land Management Committee Report given by its Chairman Graham Abbott**  Last week’s LM meeting was very busy.  Key decisions taken include agreeing to proceed with the ramp, paved area and paved walkway to the shard memorials at the cemetery. This should further improve and enhance the area.  We also agreed to the extra costs that will be incurred in the Cremer’s Meadow watercourse work. This is down to extra work recommended by the Internal Drainage Board and increase on costs of building materials. A sign of the times.  A presentation was made by Blofield PC to formally request that we work together to install a “friendship” bridge connecting Cremer’s Meadow and Marty’s Marsh. It was thought to be a good idea in principle and we agreed to a small working party with them to further explore design and funding.  It was also agreed to purchase 6 dip tanks for the allotments from their ring fenced reserves, this will improve irrigation around the site.  Swings on the MH playground are being repainted along with the varnishing of several wooden benches around the village, this will maintain our equipment up to the standard required. However, it was agreed to hold off any trial re-opening of the Youth Shelter until further consultation with interested stakeholders. In the meantime we will clean it out and spray over the offensive graffiti.  The hire of a chipper for Low Farm wood was agreed to chip the arisings created there, and use those chippings on the paths through the woods.  Finally, although strictly not LM, but a problem that affects our facilities, litter. Sharon and I arranged a very successful community litter pick that took place on Sunday. 25 volunteers assembled, many of them young people, and collected a great number of bags of litter in a short space of time around the village. There seems good support for another one with the Scouts being involved, and altogether I believe this will raise our profile around the village and enhance our channels of communication with our fellow residents. I think we can all sense the need to really protect and care for our environment is gathering momentum, and everyone on Sunday showed that in a very positive and pro active manner.  **Advisory and Scrutiny Committee report given by Cllr Springett**   1. to accept the recommended amendments to:   Employment Policy  Review of the Annual Review of the Effectiveness of Internal Control  Donations Policy  Grants Policy  Risk Management Policy  Risk Register  The Council unanimously **approved** the revised policies.   1. Bullying and Harassment policy   The Council unanimously **approved** the Advisory & Scrutiny Committee drafting a Bullying and Harassment policy.   1. Armed Forces Covenant statement: This Council supports Broadland District Council’s commitment to this Covenant. The Council **approved**, with 2 votes against, the proposed statement.   **Recreation and Wellbeing Committee Report given by its Chairman Lawrence Britt**  The last meeting on the 5th June was lively. Several village organisations attended to report their events and activities.  The Youth Shelter was discussed with various points of view put across.  The cycleways project needs funding and more research.  Cllr Savory has put together a village questionnaire, including ideas for the LEMH. It is hoped it can be published soon with the results available by November.  How best to include young people in any consultation process was debated. Cllr Springett suggested contacting the Youth Advisory Board for ideas.  A Wildlife and Bio-diversity Vision was presented to the meeting. The idea behind it is to improve the quality of and habitats for wildlife in the village. The Council unanimously **approved** the Vision document.  A Carbon Neutral policy is being developed.  **Sports Hub update given by Cllr Wilkins**  There was nothing to report from the last meeting. |  |
| **2021-0109** | **Report on the meeting between Hopkins Homes, Broadland District Council, Brundall Parish Council and Blofield Parish Council regarding the Land East of the Memorial Hall**  A report by Cllr Gabillia was discussed. The Council **resolved** that Brundall Parish Council will submit a written proposal, including rationale, to Broadland District Council stating our case for our statement of intent to:   1. take ownership of the Village Green, Country Park, and Open Space, and 2. be responsible for the design, delivery, and management of all land identified above, working in collaboration with Blofield Parish Council, to deliver high quality open spaces for residents. |  |
| **2021-0110** | **To consider the process for a review of the Brundall Neighbourhood Plan**  Minor changes to the current NP can be made with consultation with Broadland. Major amendments would need a consultation and possibly another referendum. It was felt that there was no urgency to update the plan as it was still relevant. Once the Government proposed planning changes are published then this will be reviewed. |  |
| **2021-0111** | **Planning**  **Application No**: BA/2021/0209/FUL **Proposal**: 10 floating holiday lodges, demolition of shed, replacement quay-heading, installation of floating pontoons and raised pathway **Address**: Broom Marine Services Ltd, Riverside Estate, Brundall, Norwich. The Council unanimously **resolved** to support the application.  **Application No:** BA/2020/0276/HOUSEH **Proposal:** Replace existing quay heading currently in wood to dark brown colour in corrugated plastic sheet piles with horizontal wooden walings **Address**: 60 Riverside Estate, Brundall, Norwich, Norfolk. The Council unanimously **resolved** no objections to the application.  **Application No:** 20211139 **Description**: Reserved matters following outline permission 20191155 - Detailed information regarding the proposed dwelling, materials, drainage, landscaping and access. **Location:** Kenrose,21 Strumpshaw Road, Brundall,NR13 5PA **Application Type**: Reserved Matters. The Council unanimously **resolved** no objections to the application. |  |
| **2021-0112** | **Parish Partnership Funding 2022-23**  The availability of the scheme was noted but no application will be considered until the results of the zebra crossing feasibility study is known. The application deadline is mid December. |  |
| **2021-0113** | **Finance**  **Bills for payment for July 2021**– £7,049.14 (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 June 2021. All payments were correct. The Council resolved to **confirm** the payments.  The Bank reconciliation for the 1st quarter and the Income and Expenditure report for the 1st quarter were **approved**.  The Council considered the streetlight electricity quotes received and unanimously **approved** the SSE 4 year contract @ £2,756.85. This is 100% renewable energy. |  |
| **2021-0114** | **Clerk’s Correspondence**  The NCC footpath officer is not sure they should be funding a kissing gate at the entrance to Braydeston Hills. They are checking the permissions for the installation of the gate.  The Thorpe St Andrew Town Council Neighbourhood Plan Reg 14 consultation was noted. |  |
| **2021-0115** | **Closed Session: to discuss a request from the Brundall Allotment Association to evict a tenant**  This item was deferred to the August meeting. The Council **approved** Cllrs Abbott and Bonham to investigate the matter to report to the August meeting. |  |
| **2021-0116** | **Items for the next Agenda Meeting of the Parish Council**  Broads Authority Marketing and Viability Guide consultation  BAA request to evict a tenant  Cluster meeting feedback  Memorial Hall update  John Evans Award presentation |  |
| **2021-0117** | **Date, time and venue of next Parish Council Meeting**  **23rd August 2021 – 7pm at the St Laurence Centre.**  Meeting closed at 20.35 |  |
| Signed as a true record …………………………………………….……. Date ………………………… | | | |

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| **PAYMENTS FOR July 2021** |  |  |  |
|  | Net | VAT | Gross |
| Parish clerk costs | £4,928.01 | £0.00 | £4,928.01 |
| Office expense | £92.34 | £6.39 | £98.73 |
| Telephone | £34.00 | £6.80 | £40.80 |
| Room Hire | £41.67 | £0.00 | £41.67 |
| Grass cutting monthly contract | £722.39 | £144.48 | £866.87 |
| Street Lighting | £238.37 | £47.67 | £286.04 |
| Handyman and cleaning | £454.50 | £0.00 | £454.50 |
| Repairs and Renewals | £25.00 | £0.00 | £25.00 |
| Cemetery | £58.96 | £0.00 | £58.96 |
| Cremers | £40.47 | £8.09 | £40.47 |
| Grants / Donations | £200.00 | £0.00 | £200.00 |
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| **Total expenditure** | **£6,835.71** | **£213.43** | **£7,049.14** |
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| **RECEIPTS FOR July 2021** |  |  |  |
| Cemetery |  |  |  |
| Allotments |  |  |  |
| Interest | £0.82 |  |  |
| Insurance - bus shelter | £3,655.00 |  |  |
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| **Total Income** | **£3,655.82** |  |  |
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| HSBC Current A/C as at 20/7/21 | £13,380.13 |  |  |
| HSBC Deposit A/C as at 20/7/21 | £100,001.89 |  |  |
| Transfers to/(from) BDC Parish Deposit |  |  |  |