#  Brundall Parish Council

Minutes of the Meeting held on Monday 27th September 2021 at 19:00 at the St Laurence Centre, Brundall

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| **Present:** **Chairman**: Cllr K WilkinsCllr J Warns, Cllr C Whitehouse, Cllr G Abbott, Cllr G Buckley, Cllr P Gabillia, Cllr J Mickelburgh, Cllr M Savory**Parish Clerk(s)**: S Smyth, C Dickson |
|  | *Details* | *Action* |
|  | **Housekeeping**The Covid mitigations were explained to those in attendance.The Chairman advised members of the public that the meeting is being live-streamed via Facebook andthe procedure for them speaking at Meetings of the Parish Council.  |  |
| **2021-0134** | **Apologies for Absence** Cllr A Bonham, Cllr L Britt, Cllr J Warne, Cllr G Springett. Accepted. |  |
| **2021-0135** | **Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI)**None received. |  |
| **2021-0136** | **Minutes of the Previous Meeting**It was **resolved**, with 1 abstentions, to approve the Minutes of the Parish Council meeting held on 23rd August 2021. The minutes were signed by the Chairman of the meeting, Cllr Wilkins. |  |
| **2021-0137** | **Actions from the Minutes (Not on the Agenda)**None. |  |
| **2021-0138** | **Public Participation**Cllr Wilkins reminded those in attendance that we are in a pre-election period ahead of the District Council by-election tomorrow.County Councillor Andrew Proctor: the Council held their first full Council meeting today at County Hall since the start of the pandemic. New Road Safety Community Fund, for parishes to request funding for small local road safety schemes. There is about £1m available over 4 years. Broadland will be in the second year, from 2022/23. Fuel situation: the Council has enough for fuel for the Fire & Rescue services, and Social Care for vital services.NCC was up for 3 awards recently – Senior Leadership Team of the Year (finished in the top 6), the HR Team won Best Change Management Organisation and Development Initiative, and Norfolk also won the Internet of Things Award for the Innovation Network at the Connective Britain Awards.Levelling Up work is going on, directed through Central Government, across Norfolk to put deal together for everyone.Afghan Refugees: no-one chooses to be a refugee and Norfolk has a good record on welcoming refugees into the County. The first step is accommodation. Funding money is not yet coming forward for social care, the NHS is the priority. Norfolk needs £20m to stand still.Lady Dannett has commissioned plaques to go to all Communities for Covid efforts.District Councillor Grant Nurden: this is the last meeting for DCllrs Nurden and Prutton but they will assist the new members being elected tomorrow in any way going forward. Cllr Wilkins thanked DCllrs Nurden and Prutton for attending all the meetings and giving support when requested. The Council is very appreciative of their work and help.The planning application on Yarmouth Road has been called in for a decision by the Planning Committee. This was requested by both Postwick and Witton PC and Brundall PC.The waste removal service contract was awarded to Veolia, the current provider, and will include expanding the food waste collection to the whole area from October 2022.A resident has won £2,000 on the Broadland Community at Heart Lottery. Over £21,500 has been raised for local good causes. To encourage new organizations to sign up a £250 prize is being offered from 28th August 2021 to 26th February 2022.No further public participation. |  |
| **2021-0139** | **Chairman’s Report given by Cllr Wilkins**﻿None given, all items are on the agenda. |  |
| **2021-0140** | **Committee Vacancies/Council positions**Cllr C Whitehouse was appointed to the Staffing CommitteeNo Councillors were appointed to the Land Management Committee. The Deputy Clerk will circulate an email asking for substitutes.The Deputy Clerk will be the Allotment Liaison in the first instance to channel any BAA queries to the right place.There is currently no need for a Community Speed Watch Co-ordinator, this is being managed by members of the group. |  |
| **2021-0141** | **Committee Reports****Sports Hub update given by Cllr Wilkins**The issues with power and access to power are now resolving. We are speaking with UKPN about the moving of the transformer and waiting for definitive costs.Transfer of the ownership of the land is nearly complete. A decision from the Environment Agency regarding the permit for the Klargester has been delayed for another 2 weeks.The contractor will be submitting revised final prices for the works. This is due to the increased costs of materials. The Highways access S278 conditions are waiting for the final items to be signed off.**Recreation and Wellbeing Committee**The Clerk gave a brief update from the last meeting. Work is starting on detailing the Council’s action on its carbon footprint and wants to measure the air quality in Brundall over the next year. It aims to create a long-term Carbon Neutral Policy.A Village Survey will run from the 4th October until the 12th November. It has been advertised in the Village Book. The results are expected in mid December.**Advisory and Scrutiny Committee**The Council considered the revised Gifted Benches Policy. The only amendment was to update the costs of the benches. It was unanimously **approved**.**Recreational Land East of the Memorial Hall update given by Cllr Wilkins**The Chairman, Clerk and Cllr Gabillia will be attending a meeting on the 4th October with BDC and representatives from Blofield Parish Council to talk about ownership and management of the open spaces to be delivered by the development via the S106 agreement.  |  |
| **2021-0142** | **Consultations**Details of BDC’s Hackney Carriage and Private Hire Vehicle Policy and Conditions and Gambling Policy reviews were circulated to all Councillors before the meeting. Any comments to be submitted to the Clerk by the October meeting. |  |
| **2021-0143** | **Planning** **Ratification of the following decisions:*****20211537 - No Objection*: Description**: Variation of condition 4 of 20100042 - to amend hours of operation to 07.30 - 18.00 **Location**: 2 Braydeston Avenue, Brundall, NR13 5JX **20211490 - *No Objection* Description**: 1. Single story rear extension with flat roof, bi fold glass doors to garden and window to side aspect. 2. Removal of timber garage which is attached to side of property to be replaced with a single storey brick extension **Location**: Heathside,12 Postwick Lane, Brundall, NR13 5LR **20211539 - *No Objection* Description**: Construct new driveway and dropped kerb to improve access. Close off existing driveway. **Location**: Land Adjacent 39 Strumpshaw Road, Brundall, NR13 5PGThe Council unanimously **ratified** the decisions submitted. **20211493 - Description:** The erection of 6.no commercial units (within flexible use classes E(a), E(b) and E(c)) and an adjacent solar park **Location:** Land to South of A47 and North of Yarmouth Road, Blofield **Application Type**: Full Planning. This application is Postwick with Witton not Blofield as stated by BDC. The Council unanimously resolved to **object** to the application on the grounds of increased congestion and traffic on Yarmouth Road and the Cucumber Lane roundabout. It will escalate the problems already there. No further assessment appears to have been done to include the 2 further developments approved since the original permission was passed for a single supermarket on the site. There is poor pedestrian access to the site and no safe place to cross Yarmouth Road included in the application. There were no objections to the solar panels.**20211660 -** **Description**: Proposed 2 storey rear extension and carport addition to existing double garage **Location**: 14 The Street, Brundall, NR13 5LB **Application Type**: Householder. The Council unanimously resolved **no objections**.**BA/2021/0368/HOUSEH** **Location:** Riverside Lodge 17 Riverside Estate Brundall Norwich Norfolk NR13 5PU **Description**: Decking and habitation usage of mezzanine floor (retrospective). Installation of new sewage treatment plant. Installation of 'eyebrow' window on west elevation. The Council unanimously resolved **no objections**. |  |
| **2021-0144** | **Finance**The AGAR External Audit report has been received and was circulated to Councillors. There were no issues but a comment made regarding matching refunds to expenditure rather than marking it as income. This occurred in 2020/21 because the funds in question spanned two financial years.Cllr Britt had confirmed the July payments. The payments for August were circulated to Councillors but had not been checked. Deferred to the October meeting.The finance sub group of Cllrs Wilkins, Abbott, Whitehouse and the Clerk will meet to consider the 6 month Actuals vs Budget figures.The RFO requested a new Internal Auditor for the 2021/22 audit. The Council considered and **approved** appointing Sonya Blythe. **Bills for payment for September 2021**– £8,510.94 (see below). The payments were unanimously **approved** by the Council.The Council approved the purchase of a maximum of 3 Remembrance Day poppy wreaths. |  |
| **2021-0145** | **Clerk’s Correspondence**A member of the public has complained about the pavement and frontage outside the Well Chemist. The Clerk will speak to Highways and the Chemist.\*There are still a few parking problems around the Berryfields development site, but it is better than it was. The Clerk will speak to Norfolk Homes to highlight the issues it caused and hopefully prevent it happening in the future.\* | \*Clerk\*Clerk |
| **2021-0146** | **Items for the next Agenda Meeting of the Parish Council**Thank you to the Co-op for providing a cycle repair station in their car park, and the Cremer’s Meadow cut and clear lunchesQueen’s Platinum JubileeRoad safety issues – double yellow lines, Parish Partnership funding, new NCC Road Safety Community Funding |  |
| **2021-0147** | **Date, time and venue of next Parish Council Meeting**25th October 2021 – 7pm at the St Laurence Centre. |  |
| **2021-0148** | **Closed Session: to discuss matters relating to the Brundall Sports Hub tender for engagement of building contractors**Cllr Wilkins updated the Council on matters relating to the costs of engaging building contractors for the Sports Hub, and associated issues. |  |
| Signed as a true record …………………………………………….……. Date …………………………  |

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| **PAYMENTS FOR September 2021** |  |  |
|  | Net | VAT | Gross |
| Parish clerk costs | £4,927.81 | £0.00 | £4,927.81 |
| Office expense | £163.45 | £21.00 | £184.45 |
| Telephone | £34.00 | £6.80 | £40.80 |
| Room Hire | £166.67 | £0.00 | £166.67 |
| Annual Fees | £412.00 | £80.00 | £492.00 |
| Grass cutting monthly contract | £590.09 | £118.02 | £708.11 |
| Street Lighting | £50.00 | £10.00 | £60.00 |
| Handyman and cleaning | £454.50 | £0.00 | £454.50 |
| Repairs and Renewals | £1,000.00 | £0.00 | £1,000.00 |
| Cemetery | £45.00 | £0.00 | £45.00 |
| Trees | £42.99 | £8.61 | £51.60 |
| Projects | £150.00 | £30.00 | £180.00 |
| Grants / Donations | £200.00 | £0.00 | £200.00 |
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| **Total expenditure** | **£8,236.51** | **£274.43** | **£8,510.94** |
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| **RECEIPTS FOR September 2021** |  |  |
| Cemetery | £775.50 |  |  |
| Allotments | £10.00 |  |  |
| Interest | £0.81 |  |  |
| Miscellaneous | £400.00 |  |  |
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| **Total Income** | **£1,186.31** |  |  |
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| HSBC Current A/C as at 22/9/21 | £11,349.50 |  |  |
| HSBC Deposit A/C as at 22/9/21 | £90,003.55 |  |  |
| Transfers to/from Deposit A/C to Current A/c | £10,000.00 |  |  |
| Transfers to/from BDC Parish Deposit | £0.00 |  |  |