

Brundall Parish Council

Minutes of the Parish Council Meeting held on Monday 19th December 2022 at 19:00 at the St Laurence Centre, Brundall



Present: Chairman: Cllr K Wilkins Cllr G Abbott, Cllr A Bonham, Cllr L Britt, Cllr G Buckley, Cllr P Gabillia, Cllr J Mickelburgh, Cllr M Savory, Cllr R Tungate, Cllr J Warne, Cllr J Warns, Cllr C Whitehouse Parish Clerk(s): S Smyth, C Dickson 3 members of the public		
	<i>Details</i>	<i>Action</i>
	Housekeeping The Chairman welcomed those in attendance and advised members of the public of the procedure for them speaking at Meetings of the Parish Council. The meeting is live streamed via Facebook and recorded.	
2022-0192	Apologies for Absence None received.	
2022-0193	Declarations of Interests of items on the agenda None received.	
2022-0194	Minutes of the Previous Meeting It was unanimously resolved to approve the Minutes of the Parish Council meeting held on 28 th November 2022. The minutes were signed by the Chairman of the meeting, Cllr Wilkins.	
2022-0195	Actions from the Minutes (Not on the Agenda) 2022-0177 – Clerk has contacted McDonalds regarding reinstatement of signage. Unfortunately, it has not been possible as the signage has been cleared away.	
2022-0196	Public Participation Cllr Proctor (County Member for Norfolk CC) gave his report: The new County-wide deal with Government on 8 th December amounts to £20m over 30 years. A direct Leader is going to be appointed (elected). The household support grant is £50m (Norfolk system support fund) will support projects for Kings Lynn and Great Yarmouth. £130k is allocated to the household support fund for families for free school meals and for vulnerable people. A meeting with public health departments is underway as Covid is rising again. The budget is being worked on and there are some difficult decisions being made as well as good things to come. The consultation ended on 16 th December. Cabinet will make a final decision at the end of February. There is a cap for bus fares going through as part of the Help for Households initiative. It is set at £2 per fare and will run from January to March 23. Within Social Services one of the teams won a Silver Award for services to adults with learning disabilities. The District Councillors report was sent as a written report and not read out but will be available on the Parish Council website.	

2022-0197	Chairman's Report As we move into the Festive Season and reach the end of 2022, I have reflected on a year which has seen significant change within our community as we are learning to live with COVID and a 'new normal'. We witnessed the late Queen's Platinum Jubilee in June, a unique celebration of her remarkable reign, followed by the sadness of the Queen's passing in September and the accession of King Charles III. Quite a year nationally and locally. The Parish Council has continued to move forward with our programme of enhanced community facilities as well as delivering business as usual including a focus on road safety. We can all now see tangible evidence of the Sports Hub development with the 3G pitch nearing completion with plans for the community building also being advanced. Whilst existing community facilities such as Cremer's Meadow, Church Fen and the Countryside Park continue to be enjoyed by residents, we are also developing our future plans for the Village Green and Country Park. I am enormously grateful for all the time, effort, and expertise that councillors, volunteers, the Clerk and Deputy Clerk continue to put in to deliver services for the benefit of our community and with our ambitious programme of work, I think 2023 will be equally as challenging as the current year. It is with immense sadness that I have to report the sudden death of Broadland District and Hellesdon Parish Councillor Sue Prutton. Sue supported us as a parish council for many months at a time when our (then) district councillors were unavailable and provided us with practical assistance, advice, and guidance. We will remain extremely grateful for Sue's support and send our sincere condolences to her colleagues at Broadland District Council and her family. It only remains for me to wish you all a very Happy Christmas and a prosperous New Year.	
2022-0198	Committee Reports Village Green Cllr Gabillia reported that the next meeting is due to take place on 5th January 23. The Trustees have been asked to share with us their vision in advance to allow for the preparation of any queries. Country Park (moved up the Agenda to allow Helen Sibley CIL Advisor to participate) Blofield Parish Council has informed this Council of their intention to withdraw from the CIO project for the Country Park development. There is concern that the attenuation ponds will prove too much of a liability. The reserved matters are still to be submitted by Hopkins Homes. Helen Sibley kindly agreed to attend the Meeting to give her advice about Suds and the pros and cons of taking on these within land to be gifted. She explained how Suds work and that the Parish council needs to weigh up the merits/opportunities as well as the liabilities but to not allow themselves to be pressured into a decision before they fully investigate the matter. However, her advice is to not take them on. There can be three main options (but other possibilities exist): 1) Take suds on along with the land 2) Hopkins to develop the whole Country Park, in consultation with residents and Broadland, before handing over the area (with or without the SuDS) to the Council. 3) Do not take on the Suds or the land. It is possible for Hopkins to engage a management company to take on the basins and the PC will manage the surrounding Park. As the land is in Blofield, the PC ought to make sure that whatever is agreed that they are kept informed. The Council felt that presently there are too many unknowns to decide on the options. The VG subgroup will make more enquiries as to the questions arising and find out about similar Suds where land has been gifted. Helen said she would help us out with this. * However, it was resolved unanimously as follows: In the light of Blofield Parish Councils decision made in their meeting of 5th December 2022 (item 16) whereby they resolved to remove themselves from the Country Park development plans, Brundall Parish Council resolves to maintain its interest in the Country Park development plans going forward.	*VG subgroup

	Sports Hub – given by Cllr Wilkins The subgroup is currently working on planning to engage an Operator for the facility. A temporary welfare unit will be rented out along with an accessible toilet unit. The Chairman proposed a renewal of the Sports Hub subgroup remit. It was resolved unanimously to refresh the subgroup's remit: 1. To delegate the authority to the Sports Hub subgroup to co-ordinate the preparatory work for the building tender and to bring to Council the tenders for consideration. 2. To delegate authority to the Sports Hub subgroup to co-ordinate all the preparatory work for the tender for an operator and to bring to Council the applicants for consideration to put a recommendation to the CLG. 3. The subgroup has continued authority to oversee the final stages of the construction of the Sports Hub with a financial limit of £10,000 to allow the sub-group to approve expenditure of any individual item up to max £10,000 if deemed necessary by the group and if supported by RFO for ratification by full council at next meeting. It was resolved to name the facility Brundall Sports Hub. Brundall Memorial Hall – given by Cllr Bonham The EGM took place on the 12th of December to discuss changing to a CIO This was voted through.	
2022-0199	Recreation and Wellbeing Committee – given by Cllr Savory The Committee were made aware of Blofield Parish Councils withdrawal from the Country Park CIO project development. Whilst this is regretful, for Brundall this still presents an exciting opportunity for Brundall. Yare Valley Churches are still in the process of interviewing for a new Rector for the Brundall Benefice. As mentioned earlier the Memorial Hall have voted in a new CIO constitution to manage the Hall. The school has a new Headteacher in place. The Warm Spaces initiative is taking shape and leaflets have been ordered to distribute to outlets in Brundall as well as being advertised online. The Safer Journey to School funding application was discussed.	
2022-0200	Environment Committee – given by Cllr Warns Draft Terms of Reference are awaiting approval Advisory & Scrutiny Committee before approval by full Council. It is hoped that this will be finalised before the end of January 23.	
2022-0201	Warm Spaces for Brundall It was resolved to approve expenditure of £24.34 for the leaflets to be distributed in Brundall.	
2022-0202	Feedback on the Buckenham Woods meeting Cllr Buckley reported that part of the wood is under offer and the meeting was held to discuss how to raise funding to purchase it and keep it fully under public ownership. Attendees were interested in the Cremer's Meadow model. Cllr Buckley had not offered any financial promises but did pledge to help publicise the campaign.	
2022-0203	Cluster Meeting (6th December) feedback Cllrs Buckley, Gabillia and Mickelburgh attended the meeting. Some Reedham Councillors attended to view the meeting and see how it worked. The Buckenham Woods meeting was discussed. The Country Park, maintenance of Blofield courthouse and ASB/littering opposite Surlingham Ferry and the Oaks development at Smea Lane were also discussed.	
2022-0204	Planning 20221971 - Description: Proposed side extension to replace garage and new porch. Location: 7 Deacon Close, Brundall, NR13 5LQ Application Type: Householder. Resolved unanimously to Have No Objection.	

2022-0205	Road Safety in Brundall – Cllr Savory Sam2 device. After the Parish Partnerships application was submitted it was stated by Highways that only Westcotec were on their list of approved contractors. It was resolved to apply to the Scheme for 2 Westcotec SAM2 devices at a cost of £3169.00 each and apply to the Parish Partnership scheme for a 50% matched funding award. Community Speed Watch progress – Cllrs Tungate/Abbott reported that the first formal Watch was carried out on 19th November. There are now 9 team members but there is always room for more volunteers. There are 6 approved locations in Brundall and as of today all of them have now been attended. 19 motorists were found to have been over 35 mph. One recorded speed in Postwick Lane was 49 mph. The daylight hours restrict the operating times but in the summer that will increase the scope. Thanks were given to the Clerk for agreeing to co-ordinate the start of the scheme and to all the volunteers for their efforts so far. Cllr Abbott mentioned that he had discovered that Swaffham is the first town to achieve all roads changing to a 20mph limit. The Clerk was asked to pursue this and find out more from the Highways Engineer.*	*Clerk
2022-0206	Finance Bills for payment for December 2022– £465,057.96 The payments were unanimously approved by the Council, all except the Brundall Home Hardware item as we could not trace what this item related to. Cllr Britt had not been able to check the November payments. This will be done after the meeting. Consideration of the budget precept request for 2023-24 The Council Tax base has reduced by 2 houses and not increased as expected. Cllr Savory will examine IT costs during the year. The NJC National Agreement for Council staff has passed a vote to award a 5% pay increase to the Clerks and 1 day extra of annual leave. The pension employer's contribution will decrease by 0.5%. The efficiency savings had to be offset so this made for a difficult budget to set. Due to the income for the Sports Hub this has increased our audit fees It was resolved to set the budget precept request at £149880 for 2023-24. This equates to a rise per household on Band D of 60p per month. The Clerk mentioned a helpful PDF document on the Norfolk County Council website containing information on how households can save money. Rotaweb at the Memorial Hall play area It was resolved to order the repair of the Rotaweb by the original suppliers at a cost of £4967. The Clerk was asked to write to the Hall and inform them. To approve the cost of leaflets for Warm Spaces for Brundall – approved at £24.34	*Cllr Savory *Clerk *Clerk
2022-0207	Clerk's Correspondence Email from a resident who was concerned about Speed watch volunteers monitoring motorist clearly traveling at much less than 30mph. Email from Norfolk Wildlife Trust to ask about adding Marty's Marsh to Cremer's Meadow County Wildlife site status. After a brief discussion the Council preferred to note the contents.	
2022-0208	Items for the Next Agenda None	
2022-0209	Date, time, and venue of next Parish Council Meeting 23rd January 2023 at 7pm at the St Laurence Centre. The meeting closed to the Press and Public at 21:10 to enable the Council to discuss Sports Hub matters that must be discussed due to commercial confidentiality. (Public Bodies Admission Act 1960). The following items were unanimously approved for payment: 1) £9180 was the result of various surveys which Broadland Planning has insisted were required:	

	2) £9530.84 - Slatters amended pricings list on 1 st July 222. 3) £55,000 -Klargester installation 4) £6575 -Ducting to future proof the spare areas and plan for future facilities. 5) £450- Extra power point on the pitch side 6) £3500 and £950 -Pavilion design amendments as per feedback from the Football Foundation.	
Signed as a true record Date		

2022-0206

PAYMENTS FOR December 2022

	Net	Net	Gross
Parish clerk costs	£5,671.34	£0.00	£5,671.34
Office expense	£462.39	£25.15	£487.54
Telephone	£42.95	£8.59	£51.54
Room Hire	£134.25	£0.00	£134.25
Training	£0.00	£0.00	£0.00
Insurance	£0.00	£0.00	£0.00
Annual Fees	£0.00	£0.00	£0.00
Members Expenses	£0.00	£0.00	£0.00
Grass cutting monthly contract	£1,008.17	£201.63	£1,209.80
Street Lighting	£284.12	£52.71	£336.83
Handyman and cleaning	£500.00	£0.00	£500.00
Repairs and Renewals	£0.00	£0.00	£0.00
S106	£378,816.15	£75,763.23	£454,579.38
Cemetery	£0.00	£0.00	£0.00
Allotments	£12.60	£2.52	£15.12
Countryside Park	£200.00	£40.00	£240.00
Cremer's Meadow	£12.31	£2.46	£14.77
Church Fen	£0.00	£0.00	£0.00
Trees	£739.30	£147.85	£887.15
Projects	£0.00	£0.00	£0.00
Grants / Donations	£0.00	£0.00	£0.00
S137	£0.00	£0.00	£0.00
Play equipment	£270.00	£54.00	£324.00
Sports Hub	£132.00	£0.00	£132.00
CIL	£0.00	£0.00	£0.00
Refuse collection	£395.20	£79.04	£474.24
Total expenditure	£388,680.78	£76,377.18	£465,057.96

RECEIPTS FOR December 2022

S106	£421,714.00
Cemetery	£1,457.50
Allotments	£1,042.50
CIL	£39,819.06
Interest	£75.42
Miscellaneous	£2,000.00

Total Income	£466,108.48
HSBC Current A/C as at 15/12/22	£45,032.50
HSBC Deposit A/C as at 15/12/22	£100,278.75
Unity Bank A/C as at 16/12/22	£104,048.52
Transfers to/from Deposit A/C from/to Current A/c	£85,000.00
Transfers to/from BDC Parish Deposit	£0.00
Transfers to/from Unity Bank	£100,000.00
BDC Parish Deposit A/C as at 1/4/22	£511,779.03