

Earsham Parish Council
Minutes
of a meeting of Earsham Parish Council held by way of video conferencing on
Wednesday 13th May 2020 at 7.00pm

Present: Councillors: Stephen Wood (Chair), Karl Gunton, Keith Reeve, Tony Leech, Jim Bennett, and Nick Meade

Also present: District Councillors Brown and Bernard, 2 members of the public, Lynda Ling (Clerk)

1. **Welcome** – Cllr. Wood welcomed everyone to the meeting
2. **To receive and accept apologies from members unable to attend** – Apologies were received and accepted from Cllr. Bone
3. **To receive any declarations of interest, in particular matters to be raised at this meeting** – None
4. **Approval of minutes of the meeting held on Wednesday 29th January 2020** - Agreement was proposed by Councillor Wood and seconded by Councillor Gunton **ALL AGREED**

The meeting adjourned at 7.10pm and reconvened at 7.12pm

A member of the public asked if, when the Millennium Film is completed, could hard copies of it be available to purchase, and also commented that if changes discussed on the playing field involved any more structures on the playing field, he was not in favour.

5. Standing Orders

- **To note and agree amendment as required by Government Legislation for Standing Orders during the current crisis** – The clerk explained that a new Addendum to Standing Orders had been introduced by the Government in order to allow remote meetings which includes video and telephone conferencing for a period up to 7th May 2021. The requirement to hold an annual meeting of the council was also removed. In addition, the new Regulation states that
'parish councils can hold such meetings and at such hour and on such days; and alter the frequency, move or cancel such meetings, without requirement for further notice'.

The clerk further reported that the agenda's have been changed to reflect the new Regulation and changes will remain in place until 7th May 2021 or until this parish council deems otherwise.

6. Reports

Police – A copy of the recent police report which outlined the police response to Coronavirus was sent to all councillors prior to the meeting.

District Councillor Report – District Cllr. Brown reported

- that there is a lot going on at SNC at the moment, an emergency committee replaces full council meetings at the moment, and the first virtual meeting had only just been held.
- Help Hub – around 12,000 phone calls had been received in the last few weeks, with work continuing co-ordinating responses, redeploying staff and members of the leisure centre staff retrained.
- Refuse staff continue to work
- £30,0000 in Business Grants have been given out so far
- Plans for recovery to enable market towns to open up are being considered.

District Councillor Report – District Cllr Bernard's report had been previously received and would be circulated to councillors

County Councillor Report – County Cllr. Stone’s report had been circulated to councillors prior to the meeting, but gave an overview of Norfolk County Council’s response to the coronavirus pandemic, which included

- Corporate
- Public Health Norfolk
- Education & Schools
- Children & Young People’s Social Care
- Adult Social Care
- Community Services
- Food and Medicine distribution
- Personal Protective Equipment
- Volunteering
- Redeployment of staff
- Supporting Norfolk’s businesses and workforce
- Keeping the County moving

The report is available to anyone on request

Chairman’s Report – None

Parish Councillors reports –

Cllr Meade reported that the village sign is now in place and other things that he was involved with have not been progressed yet. Millennium Film is now back and is at the editing stage, Geoff Hall was invited to give his opinion on the editing when it takes place.

Cllr Gunton reported that the parish magazine was published on time this month.

Clerk’s Report – None – all items that had been received were mostly regarding COVID 19 and had been forwarded to parish councillors.

7. Village Items –

- **Discussion on council operations during the current COVID19 crisis and agree any actions** – Cllr. Gunton reported that Lynda Hamps had been doing a good job with assisting residents with shopping and prescription collection, however, sadly Lynda has had an accident which has resulted in a broken ankle and wrist, so others in the group are now doing more to cover Lynda’s absence. A short discussion took place on if there had been any reported cases of the virus in the village, it appeared that there had been. Cllr. Meade reported that the Milestone Lane column was now completed but is still looking for another column.

8. Planning Applications – None

9. Streetlighting - The clerk updated councillors on the current status with the replacement LED lanterns. At the start of lock-down the manufacturer had ceased work and has only just started up again, so it is estimated that the new lanterns will be fitted very soon. There has been some complaints regarding Kingsway where the lanterns were both out, however the new LED lanterns are due to be fitted soon, so no action has been taken to get the old lanterns repaired due to costs, this has been relayed to the residents who have complained.

10. Finance

- **Approval of items of expenditure invoiced since the January 2020 meeting and note balances** – Payments already made – Parish Council - £1912.07– Playing Field - £1021.79 – Allotments £140.91 (payments are excluding VAT) – Payments for approval at this meeting Parish Council £1881.24. Balances in bank account as at 11th May 2020 – Parish Council Accounts £48,384.89, Playing Field £8,314.49 and Allotments £408.06.
- The parish council accounts include £11,406.45 CIL monies and the Playing Field account includes £2,140.29 ring fenced money for the repair and replacement of play equipment.

Delegated Authority – The clerk asked if the parish council would give her delegated authority to pay invoices outside of parish council meetings with approval from the Chairman during the duration of COVID19 – Councillors all agreed to the request

Resolution to approve the services of Jackie Ellis for the internal audit of 2019/20 – After a brief discussion it was agreed to retain Jackie's services again this year at a cost of £60.

Resolution to agree the statements for the Certificate of Exemption AGAR 2019/20
Part 2 – This item was deferred until the next meeting

Discussion on a request from Ditchingham Men's Shed (now based in Earsham) for funding – It was agreed to put this on the agenda for discussion at the next meeting, however the clerk was asked to find out if the name could be changed to Earsham Men's Shed in the meantime.

11. Playing Field/Play equipment/Bowls Club –

- **To consider a request from Earsham Football Club to erect dugouts and shelter on football pitch site on the playing field and update on borehole as agreed during 2018** – Peter Goodfellow informed members that as the water bills have been extremely high this year, he had had the opportunity to talk to some Anglian Water engineers and between them found the meter on Princess Way. The clerk commented that she had spoken with AW to find out if a meter could be installed so that the football club was separate from the Bowls Club. However for AW to do the work, would involve a new supply being laid at a cost of over £1000, an alternative was suggested by AW and that was to get a plumber to fit a meter in the pavilion. Peter said that he would look into it and the football club would pay for the work to be done.
- **Borehole** – Peter informed members that a borehole could be sited where the container is and could be split off to allow the Bowls Club to use it too. The yield of water would be around 20,000 litres of water per day at no cost except the cost of the electricity to run the triple supply pump. Pipes would be put underground with sprinklers around the edge of the pitch. Cllr. Meade commented that his agent had suggested an agreement for compensation if the football club left the playing field, which was acknowledged. Peter requested a letter of confirmation that the parish council is happy with the arrangement, but emphasised that the success of this would depend on funding. Agreement proposed by Cllr. Wood and seconded by Cllr. Gunton. Peter went on to thank the parish council for support for the £17,000 grant that he has now got for pitch improvement works.
- **Dugouts** – These would be placed around the halfway line in front of the bowls green and parallel to the pavilion, so that would be 2 dugouts and 1 shelter in total. The dugouts would be made of brick and wood and could have a metal front to them so that no-one can get in to vandalise, but if the council would prefer not to have them covered that can be accommodated. Peter showed the meeting some photographs of dugouts, Geoff Hall asked if portable ones could be used as he was concerned about having permanent structures in the middle of the playing field, to which Peter responded that they were too heavy and not practical. Cllr. Bennett said that he would like to see a plan, and Cllr. Gunton raised a concern about the visual impact. Peter agreed to draw up a plan so councillors could get a better idea of the placement of the structures, it was also hoped to have advertising out on match days so would need holes in the ground. Peter went on to say that EFC is progressing very well and is trying to project themselves to attract better players. Everyone was in agreement that they were happy for the sprinklers and advertising, which was proposed by Cllr. Wood and seconded by Cllr. Bennett, and the dug outs and stand would be considered again after viewing a plan of the proposal. **ALL AGREED**
- **Discussion on Bowls Club and payment of invoices** – This item was no longer relevant

12. Allotments

Discussion on rules of the allotments and whether any changes need to be made plus a question on whether chickens are allowed on the plots – A long discussion took place on the size of sheds and what would be permissible and it was agreed that small sheds would be

acceptable, no more than 2m x 2m, if anything larger was required, permission would need to be sought from the parish council. If a shed was erected and was deemed too big, the council could ask for it to be removed. The rules state that poultry is allowed on the allotments.

13. Significant correspondence – None other than previously reported COVID19 correspondence which had been forwarded to councillors.

14. Business for next meeting – Playing field football plan, dug outs and shelter, Men's Shed, Exemption Certificate, tractor insurance/servicing

The meeting was adjourned at 20.40pm and reconvened at 21.43pm for public comment

Comments were made on one item as follows:-

Geoff Hall asked who is responsible for the tree's in the river at Stowfen, as they appear to have fallen in from the embankment. Cllr. Meade said he would ask his agent if they had come from their land and make further enquiries if this was so.

15. Date of the next meeting – The next meeting will be decided and convened at a later date.

The meeting ended at 20.44pm

Signed

Date