

**Earsham Parish Council**  
**Minutes**  
**of a meeting of Earsham Parish Council held in**  
**Earsham Village Hall on Wednesday 30<sup>th</sup> March 2022 at 7.30pm**

**Present:** Councillors: Stephen Wood (Chair), Richard Randlesome (Vice-Chair), Jim Bennett, Peter Goodfellow, Tony Leech, and Keith Reeve

**Also present:** District Councillor Chris Brown, one member of the public and Lynda Ling (Clerk)

**1. Welcome** – The Chairman welcomed those present at the meeting

**2. Apologies from members unable to attend** – District Councillor Brendon Bernard, County Councillor Barry Stone and Cllr Nick Meade

**3. Declarations of interest, in particular matters to be raised at this meeting**

- To note any declarations of members pecuniary and/or non-pecuniary/other interests pertaining to items on the agenda
  - a) To consider any dispensation requests – None

Cllr. Goodfellow declared an interest on Item 6 – Speed watch Report and Item 9 – Anti-vandal goalposts  
Cllr. Wood declared an interest on Item 6 – Fitting of light at the Village Hall

**4. Resolution to approve the Minutes of previous meeting**

- Parish Council meeting held on Wednesday 26<sup>th</sup> January 2022 – Agreement was proposed by Cllr. Reeve and seconded by Cllr. Randlesome **ALL AGREED**

**The meeting was adjourned at 7.32 and reconvened at 7.35 for a member of the public to make the following comment**

It had been noted that children are climbing on top of the dug outs and concerns were put forward on how this would impact the Parish Council should there be an accident. Cllr. Goodfellow said that two children had already been spoken to but the climbing persists. After a brief discussion it was agreed that signs to say 'No climbing' should be purchased as there was little else that could be done to deter this.

**5. Reports – Police, District and County Councillors –**

**Police** - None

**District Councillor Report –**

- Budget - Council tax increase is around £5 per banding – 3.1% increase agreed with delivery plan for the next couple of years
- Additional funds -£50,000 had been expected but £150,000 will be available which will be used to help smaller parishes.
- £1.5m was spent last year on environmental issues, reducing carbon emissions etc and the intention is to double or triple electric charging points in the future.
- Recycling plans – Broadland DC is expanding food waste areas and South Norfolk Council DC would like to do the same. The recycling rate is 43%, the target is 65% by 2025. Work is ongoing on a carbon reduction plan.

**County Councillor Report** – circulated to parish councillors prior to the meeting which covered:-

- Council Tax 2022 – 23
- Member Brief – potential impact for Norfolk of the invasion of Ukraine

**Chairman's report** – Cllr. Wood reported that the sign on the Dam has come down and needs reporting to NCC

**ACTION - CLERK**

**Parish Councillors –**

**Cllr. Goodfellow** – The defibrillator has now been fitted and connected at the Football Club Pavilion and registered with The Circuit. Also attended an online Playground Equipment course which was an eye opener and has devised a document to check the play equipment on a regular basis.

**Cllr. Randlesome** – The dog bin post on The Green needs replacing, new post required. Will be attending the next Forum on Monday 4<sup>th</sup> April and a resident has asked if the debris can be removed from Church Path which was left over from the last clear up of the village. Cllr Bennett will contact Cllrs Wood and Randlesome to sort and remove. **ACTION - CLLRS**

**Cllr. Reeve** – reported that the Headteacher will be leaving Earsham Primary this year

**Clerks Report** – This was circulated to Cllrs earlier in the week:-

**a. Old Harleston Road –**

Council officers to visit the site on a regular basis to continue liaison and complete welfare checks.

**b. Attenuation basin on The Green** – The overgrowth has been reported to South Norfolk Council and I have mentioned the blocked drainage pipe also. Enquiry number GEN34338 – does anyone know if this has been addressed? Cllrs responded that it hadn't – Clerk to report again **ACTION - CLERK**

**c. Crossing point from Station Road at junction of A143** – Poor surface condition has been reported to Norfolk County Council. Reference number ENQ900200386 however a further complaint was received from a resident so has been reported again ref. number ENQ900203522.

**d. Play Inspection Report** – This was completed a couple of weeks ago by Mr. David Bracey ILAM Dip, and a few minor issues were highlighted. The report has been sent to Cllrs. Goodfellow and Wood for their information and some remedial works will need to be done soon. Cllr. Wood reported that he had already fixed one of the highlighted issues.

**e. Queen's Jubilee** – South Norfolk Council were contacted with regard to The Green. The Clerk requested that the grass be cut the week prior to the Jubilee weekend and also requested that the Parish Council be allowed to plant a tree for the Jubilee. Both requests were agreed to, the only comment from SNC was to remember to leave at least 6 feet in between tree's so that the grass mower can get through.

**6. Village Items –**

**Update on all village items, including the speed sign on School Road, WW1 Commemorative Plaque, Signpost, and Millennium film –**

A report had been submitted by Cllr. Meade on the following:-

- The fingerpost is with Black Dog Signs
- Approximately 25 tree's were planted at the A143 end of The Street, including a couple on the southern edge of the Playing Field)
- Commemorative plaque – No response from the County Council regarding permission and still awaiting a quote from Terry Doughty. The invoice from Robinson Stonemasons needs chasing up as not received.
- No progress with Millennium Film

The clerk informed members that the funding for the 20mph speed sign on School Road has been approved and once the cheque for the Parish Council's half of the cost is received by the County Council, it will be progressed. This is on the cheque list for approval at tonight's meeting.

**Report from Speed Watch Group** – Cllr. Goodfellow informed members that since the last meeting the group had been out twice. Midweek had shown that there were 5 vehicles travelling at between 37mph and 45 mph, whilst on the weekend, there was one vehicle travelling at 35mph. The group are still trying to find out the best times to do the speed watch and more volunteers are needed. The clerk was asked to include in the next parish magazine. **ACTION – CLERK**

**Date of Annual Parish Meeting** – After some discussion it was agreed to hold it on the same evening as the May General Meeting on 25<sup>th</sup> May. The Annual Meeting will be at 7pm with the Parish Council meeting at 8pm

**Village Hall Light** – Cllr. Wood had submitted a quote to the Clerk for the light to be fitted – 2 further quotes will be sought for comparison and a decision made at the next meeting.

**Jubilee Event in June** – The Clerk reported that the £1000 grant applied for from Awards for All had been successful, as well as £200 donation from South Norfolk Council and £20 in vouchers from the Co-Op. The Parish Council does have some money in the budget for the Jubilee but it will endeavour to keep within the awarded funds and not dip into council money.

Cllr. Goodfellow reported that following last meeting's discussion on the number of children at Earsham Primary School, he had been informed that there were 98 children in total, 49 of which lived in Earsham.

Cllr. Leech reported that a resident would like to donate £200 towards a London Plane tree with a plaque and guard rail to be included. As the Clerk reported earlier, permission to plant a tree on The Green had been given by South Norfolk Council.

At the previous meeting, it had been agreed that it would be appropriate to purchase Jubilee Mugs for the children at the Primary School, and the PTA had indicated that they would be happy to fund the remaining 49 mugs for the remainder of the children at the school. It was also thought it would be worthwhile buying extra mugs for residents who wanted to purchase them.

After further discussion it was agreed to order 4 boxes (144 mugs) at a total cost of £1049.66 (including VAT and P & P) which would give the Parish Council 46 mugs to sell to residents (total of £6.08 per mug incl P & P but excluding VAT). The wording for the mug was also discussed, with 'Earsham Parish Council' being discarded in favour of '**Parish of Earsham**'.

**ACTION - CLERK**

Agreement proposed by Cllr. Wood and seconded by Cllr. Randlesome

**ALL AGREED**

## **7. Planning Applications - None**

## **8. Finance –**

### **Approval of items of expenditure invoiced since the January 2022 meeting and note balances –**

#### **Payments already made (excl. VAT) –**

Parish Council - £823.18 – Streetlighting £48.98 and SNC Dog Bin Servicing - £774.20

Playing Field - £854.43 – EON pavilion electricity for 2 months £98.43 and Goal post deposit £756.00

#### **Payments for approval at this meeting (excl. VAT) –**

Parish Council - £1352.98 (Clerk's salary not included) and Playing Field - £100.00

The brown bin payment will be taken from the council account by SNC in April - £52.00

Agreement to was proposed by Cllr. Leech and seconded by Cllr. Wood

**ALL AGREED**

## **9. Playing Field/Play Equipment/Bowls Club/Allotments**

- **To discuss the final draft of allotment rules and regulations and agree next steps** – It was agreed that everyone was happy with the rules as they stood and the next step is to consult with the allotment holders on the forthcoming changes. It was agreed to send out a copy of the new rules and regulations with a covering letter and invoice for the forthcoming year, and to invite allotment holders to the Annual Parish Meeting to discuss further along with the possibility of forming a local Allotment Association.

**ALL AGREED**

**ACTION – CLERK**

- **To agree weatherproofing the play equipment with Sadolin (approved materials from the play equipment supplier) costs are around £80 per 5 litre** – Cllr. Wood will contact two local contractors for a quote for the works and estimation of quantity of products.
- **Update on anti-vandal goalposts on playing field, funding received and to note costs** – Cllr. Goodfellow reported that the cost of the goals ordered was £3024 which has been covered by contributions by Earsham Estate and The Shed to the tune of £3,500. Fencing is also required for the hedge area bordering the A143 and will be expensive. The Parish Council were asked to consider a contribution towards this for the next meeting.

- **Play Inspection report and any actions highlighted** – One of the low-risk items highlighted was the lack of grass under the matting which has worn away through wear and tear. Cllr. Goodfellow said that he would try mixing grass seed with soil and see if it will grow.

**10. Correspondence**

- Confirmation that the application for funding from Parish Partnerships has been successful – NCC to fund £1031 towards the 20mph flashing speed machine on School Road.
- Confirmation that SNC have agreed to fund £200 towards the Platinum Jubilee Celebration and the East of England Co-op have agreed to donate a voucher for £20 towards refreshment costs
- A grant to Awards for All for £1000 has been applied for which has been successful
- County Councillor Barry Stone’s report – forwarded to councillors – 14<sup>th</sup> March 2022
- SNC – The South Norfolk Big Litter Pick is back for 2022. The scheme will commence on 14<sup>th</sup> March and run until 31<sup>st</sup> June 2022. Documents relating to guidance, prize draw details and T & C’s are available from the Parish Clerk or contacting James Riseborough on 01603 430609 or [james.riseborough@southnorfolkandbroadland.gov.uk](mailto:james.riseborough@southnorfolkandbroadland.gov.uk)
- SNC – Rough Sleeper Count - estimate-based survey for the night of the 30<sup>th</sup> Mar into the morning of the 31<sup>st</sup> Jan 2022.

Members were asked by the Chairman if they were happy to continue and extend the Standing Orders timeframe. All commented that they were.

**11. Business for the next meeting**

Normal agenda items but to include Internal Auditor agreement, allotments, social media presence, donation towards goal posts, update on Jubilee

**The meeting was adjourned for public participation at 9.36pm and reconvened at 9.42pm**

A member of the public commented that he was unable to continue emptying bins and dealing with the grass around the bench. The Parish Council thanked the member of the public for all the work he had done in the past, and will consider alternatives.

Cllr. Wood then closed the meeting to the public after thanking them for attending and confirming the date of the next meeting.

**12. To resolve to exclude the press and public [Public Bodies (Admission to Meetings) Act 1960, Sec 1 (2)] due to the confidential nature of the following item:**

- **Discussion on personnel matters** – The Clerk informed members that the new Local Government pay scales had now been released and there would be a backdated amount of 21p per hour from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 to be paid.

Agreement was proposed by Cllr. Wood and seconded by Cllr. Leech

**ALL AGREED**

**13. Confirmation of the date of the next meeting – Wednesday 30<sup>th</sup> March 2022**

Signed .....

Date .....

Meeting ended: - 21.52pm