

Earsham Parish Council
Minutes
of a meeting of Earsham Parish Council held in Earsham Village Hall on
Wednesday 27th July 2022

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

Also present: District Councillor Brendon Bernard, ten members of the public and Lynda Ling (Clerk)

- 1. Welcome** – The Chairman thanked those present for attending the meeting
- 2. Apologies from members unable to attend** – District Councillor Chris Brown and County Councillor Barry Stone
- 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

Cllrs. Meade and Bennett declared an interest in Item 7, Cllrs. Randlesome, Goodfellow and Leech declared interests in Item 9.

- 4. Resolution to approve the Minutes of previous meeting**
 - Parish Council meeting held on Wednesday 25th May 2022 – Agreement was proposed by Cllr. Wood and seconded by Cllr. Meade **ALL AGREED**

The meeting was adjourned at 7.32pm and reconvened at 7.40pm to allow members of the public to speak

A member of the public asked if there was an Emergency Plan in place for any unforeseen events – this question was responded to by the Clerk, who said discussions had taken place regarding this and it was hoped to have something in place in the near future. **ACTION - ALL**

Another member of the public informed members that there was an excess of tarmac on the bypass bridge and could this be attended to. **ACTION - CLERK**

5. Reports – Police, District and County Councillors –

Police - None

District Councillor Report – Cllr Chris Brown's report via email was read out by the Chairman :-

- *The Council is progressing the purchase of the new office, at the Horizon building at Broadland Business Park, with an expectation that it will be completed very soon.*
- *Consideration is being given to how the Council will provide access to services for residents, particularly those in the southern part of the district furthest from the new office. Small drop in offices or a mobile office have been mentioned.*
- *At the Full Council meeting earlier this month I put forward a motion for the Council to introduce recycling for electrical items (toasters, hair dryers, etc.) and batteries, as Broadland residents now have. Although South Norfolk is not able to do this alongside the normal recycling collections, due to space limitations at the depot, there are discussions taking place to introduce such a collection service and the council have committed to this, though when and how it will work is not yet resolved.*
- *I continue to push the Council on improving recycling, including for food waste, and am seeking for improvements in the transparency of the work of councillors and decision making.*
- *The 'nutrient neutrality' planning issue continues to hold up new housing permissions for much of the district, though it does not affect the southern part around the Waveney Valley.*

County Councillor Report – A report had been received and circulated regarding the Mobile Library Consultation

Chairman's report –

- Cllr Wood has received two quotes for the wood preserving of the play equipment, however they have not been quoted for exactly the same amount of work. Cllr Wood will clarify with the contractors and ensure the quotes are exactly the same for discussion and agreement at the next meeting.

ACTION - SW

Parish Councillors –

Cllr. Randlesome – Reported that he had attended the online Town and Parish Council Seminar although no copy of the presentation had been received yet, once received it will be forwarded onto councillors.

Cllr. Bennett – Reported that the chicane from Station Road to the A143 was too narrow and a danger for those in wheelchairs or of limited mobility. It was agreed that this should be looked at by Highways

ACTION – CLERK

Cllr. Meade – Reported that some of the tree's that were planted earlier in the year may have died due to the dry weather, despite them being watered.

Cllr. Goodfellow – Reported that 144 Jubilee mugs were originally purchased, 98 of those were purchased by the PTA and by advertising in the Parish Magazine, many of the remaining ones were sold with only a few remaining.

The five-a-side goals had arrived which came with a 25-year warranty. They have metal netting so nothing can break or be vandalised. They will be put in place within the next couple of weeks.

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

VAT – The Parish Council has had the VAT claim refund of £1689.30 credited to the bank account, this is for the accounting year 2021-22

PKF Littlejohn – I have received acknowledgement that the AGAR documents have been received at the external auditors and are now in line waiting to be examined.

Mini Recycling Centre – I have completed the agreement for the Recycling Centre outside the Village Hall and sent off to South Norfolk Council. SNC makes an annual 'adopter' payment to community groups who host the Council's Mini Recycling Centres in the district. The payment will be received later in the year of £200.

Allotment rules and regulations – Two Zoom meetings have been held since the last parish council meeting and various tweaks have been made to the document which has been forwarded to councillors for their information.

Earsham Dam Layby – A case conference was held on 28th June with parties who are involved in this situation but I have not had an update on the outcome. I have received a query from Bungay Town Council on the situation which I passed onto the case officer.

The Green – I have been in touch with SNC regarding the overgrown weeds in the attenuation basin so hopefully some of them have been cleared as engineers were sent out to look. They also investigated whether there was any drainage pipes going into the basin but could not find any.

6. Village Items – Update on all village items, including the new tree guard, the speed sign on School Road, WW1 Commemorative Plaque, Signpost and Millennium Film –

- **Tree Guard** - Cllr. Leech confirmed that it was installed 10 days ago around the Jubilee tree which was donated by a resident
- **Plaque** – Cllr. Meade confirmed that he had met with Terry. Two designs had been put forward, one being a V shaped design and the other a straight plinth. The revised quotes were £2150 + VAT for the V-shape and £1650 + VAT for the straight. Another quote will be sought. No further communication with Highways on the permissions needed for placement on the verge, so Clerk will contact Gary from Highways regarding this and if possible arrange a site visit.

ACTION – CLERK

- **Fingerpost** – Currently with Black Dog Signs, however the post is rotten and a quote recently received to replace was for £75 + VAT for a 5” x 5” post. A discussion with the owners of the property at the junction of The Street and School Road where the finger post is situated has been held and they have requested that it be moved out of their garden and onto the grass verge – the Clerk to speak with Gary from Highways with this request.

- **Millennium Film** – A brief discussion was held, with the majority of councillors having viewed the film, a suggestion was made to put the film on YouTube.

- **Speed Watch Group** – Cllr. Goodfellow reported that there were now eight members in the Group, two ladies and six men who have gone through the required training. They have been out once or twice a month and generally have been quite well received. In The Street recently, a speed of 55 mph was recorded and a few others were exceeding 30mph

- **Consideration of a request from Bungay Town Council for the placement of a speed camera on the Earsham side of the border to Bungay** – Councillors discussed this at length and spoke of it being a 60mph speed zone. The Clerk was asked to speak with Gary from Highways to get some advice from him if it would be possible to reduce/extend the speed limit.

ACTION – CLERK

- **Streetlighting Inspection and Testing report and discuss recommendations from the electrical contractor to replace three columns as a matter of urgency at a cost of £1450 + VAT each plus other remedial works** – The electrical report had been circulated previously to members and all agreed that urgent works should be done as soon as possible. The list of remedial works are in three parts.

Part 1 – Elms Close Col 2, 3 and 4 – recommended replacement as these columns are of a concrete composition and are beyond their expected working life. Cllr. Bennett asked for clarification on one part of the quote which stated under To Supply and Install - ‘LED Lantern (to Council’s current specification), did this mean a new lantern and if so, why, as the current lanterns are only two years old’. The Clerk will clarify this with the company and if it turns out that the current lantern will be used rather than a new one, approval was given to order three new columns.

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

ALL AGREED

Part 2 - Other remedial works approved by members were:-

Milestone Lane Col 21 – Damaged fuse cut out (will be invoiced under quarterly invoice)

Church Road Col 27 – Foliage cut back - £66.00 + VAT

School Road Opposite Millfield – Foliage cut back - £66.00 + VAT

Agreement proposed by Cllr Wood and seconded by Cllr. Leech

ALL AGREED

Part 3 – Dukes Way Col 19 – significant dent to base of column – it was agreed that the Clerk contact the contractors and inform the Parish Council of their advice

**ALL AGREED
ACTION CLERK**

- **Parish Partnerships 50/50 grant 2022** – Noted – deadline is December 2022 for applications.

7. Planning Applications –

Application Number : FUL/2022/0030 – Earsham Gravels

Earsham Quarry, land off Pheasants Walk, Earsham, Bungay – Non-compliance with conditions 2 (approved plans) and 9 (restoration scheme) of planning permission

FUL/2019/0059 to amend approved restoration scheme and use 4,000m3 of unsaleable sandy material to eradicate Crassula Helmsii – circulated to councillors – Cllr. Bennett, although unable to vote due to his declaration of interest on this item, was asked to explain what the problem was and what was Crassula Helmsii. Members were given a full explanation of how difficult this plant is to eradicate and in this case, the best way would be to starve it of sunlight by using sandy material. After a brief discussion, it was agreed to approve the application based on the issues the invasive plant causes and the fact that this was an amendment to an already approved restoration scheme.

5 MEMBERS AGREED

8. Finance –

- **Approval of items of expenditure invoiced since the May 2022 meeting and note balances –**

Payments already made (excl. VAT) –

Parish Council - £399.61 – Streetlighting for two months and new tree guard

Playing Field - £97.36 – EON pavilion electricity for two months

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

Parish Council - £3305.99 including salary for 3 months, Village Hall electrical works, street lighting maintenance and inspection, allotment gate, hinges, post and cement

Playing Field - £505.00 – Playing Field half share of parish insurance

The Clerk also asked if an invoice which was not on the list but which had just arrived that day could be noted which was for the replacement door for the defibrillator for £100. Agreement for the replacement door was agreed at the May meeting.

Agreement to all payments was proposed by Cllr. Wood and seconded by Cllr. Reeve

ALL AGREED

9. Playing Field/Play Equipment/Bowls Club/Allotments –

- **To consider a request to waive the Bowls Club rent for 2022** – a copy of accounts received for consideration – After a brief discussion it was agreed to waive the rent for the Bowls Club for this financial year 2022/23 which will hopefully help the Club to recover and recoup some monies for the rest of the financial year. Des Talbot was in attendance as a member of the public and confirmed that club membership has improved. Agreement was proposed by Cllr Goodfellow and seconded by Cllr. Leech. **ALL AGREED**
- **Update on the new gate for the allotments** – Alan Wilson was present, an allotment holder, who very kindly sourced the gate, hinges etc and ensured the work was completed. Cllr. Wood thanked Alan on behalf of the Parish Council.
- **To discuss comments received on the draft rules and regulations for the allotments which came from the Annual Parish Meeting** – Cllrs. had received a copy of the updated version of the draft rules and regulations which had been reviewed after two Zoom meetings following on from the meeting with allotment holders and their comments. It was suggested to hold another consultation meeting with allotment tenants immediately before the next Parish Council meeting on Wednesday 28th September at 7.00pm with the Parish Council meeting scheduled to take place 30 minutes later at 7.30pm. The draft document will be issued to allotment tenants with an invitation to attend the meeting. **ACTION – CLERK**
- **To consider contributing on a 50/50 basis to the Playing Field/Football tractor insurance and tractor/grasscutter annual service at a total cost of £486** – Cllr. Goodfellow commented that the Football Club maintain all of the Playing Field which has saved the Parish Council paying over £1200 to Norse in previous years. Agreement was proposed by Cllr. Leech and seconded by Cllr. Randlesome **ALL AGREED**
To discuss and consider works needed to fill potholes on the roadway from The Street to the Bowls and Football Clubs – As in previous years, Cllr. Bennett commented that he would sort out the work required to fill in the potholes. Cllr. Goodfellow also thanked Cllr. Bennett for his support towards the Football Club and Playing Field.

10. Correspondence – forwarded to Councillors before meeting

11. Business for the next meeting – Allotment rules and regulations, remedial works around the village, quotes for play equipment, emergency plan, and other normal agenda items

The meeting was adjourned for public participation at 21.14pm and reconvened at 21.20pm

The first member of the public commented on the following:-

- that the dead tree covered in ivy which was mentioned in the May minutes, has not been attended to. Cllr. Meade commented that he has asked his employee to attend to it.
- Marston Moor Bench – needs some maintenance doing to it and suggested that any maintenance should be factored into original decisions to purchase items which are made by the Parish Council.
- The dog bin on Marston Moor – The Chairman has been emptying it recently and the Clerk has contacted South Norfolk Council to add it to the schedule for the dog bin emptying service which the Parish Council pay for. The member of the public commented that he would empty it in the interim.
- New Bridges – The riverside path is overgrown on the left side, the Chairman commented that he will go down there and trim it back

The second member of the public commented on the item relating to Bungay Town Council asking for a speed camera to slow traffic down as it enters the town. The comment related to other places having an extended speed limit such as Bramfield in Suffolk.

Cllr. Wood then closed the meeting and confirmed the date of the next meeting.

12. Confirmation of the date of the next meeting – Wednesday 28th September 2022 at 7pm for Allotment Tenants meeting immediately followed by Parish Council meeting at 7.30pm

Signed ... S. Wood

Date 28th September 2022

Meeting ended: 21.21pm