

Earsham Parish Council
Minutes
of a meeting of Earsham Parish Council held in Earsham Village Hall on
Wednesday 29th November 2023

Present: Councillors: Richard Randlesome, Jim Bennett, Tony Leech, Nicholas Meade and Dave Clark

Also present: Three members of the public and Lynda Ling (Clerk)

1. Welcome – The Chairman welcomed everyone present, in particular to Cllr. Dave Clark as this was his first Parish Council meeting after his co-option in September.

2. Apologies from members unable to attend – Were received and accepted from Cllr. Keith Reeve, Cllr. Dick Naunton and District Councillors Bernard and Brown

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 following agenda** – Cllr. Randlesome declared an interest in Item 9a – allotments and Cllr. Clark declared an interest in item 6a – Speed Watch
- **To consider any dispensation requests** - None

4. Resolution to approve the Minutes of previous the meeting

- **Parish Council meeting held on Wednesday 27th September 2023** – Agreement proposed by Cllr. Leech and seconded by Cllr. Bennett **ALL AGREED**

The meeting was adjourned at 7.35pm and reconvened at 7.39pm for public comment

A member of the public asked a question regarding item 8c – noting receipt of £555.94 CIL monies. The Clerk was asked which building this payment related to, the Clerk read out the information supplied by South Norfolk Council which only stated that the release of the money was for the Agricultural Building at Church Farm.

5. Reports/Protocols/Consultations

Police, District and County Councillors –

District Councillor Brown's report was read out by The Chairman as follows:-

- The sale of the Council's old offices in Long Stratton, South Norfolk House, is progressing, with the Council having agreed the preferred offer for the site.
- The Village Clusters plans have been delayed, as more sites need to be added to the list for proposed Housing Allocations. One potential site for this is a site north of The Street, Earsham, with potential for 25 homes. There will be further consultation on this.
- The Council continues to promote the Home for Ukraine scheme.
- Any local groups/projects seeking funding, we still have some funds available in our Member Ward Fund.

Cllr. Barry Stone's County Council report had been sent to parish councillors previously and contents were noted.

Chairman and Parish Councillors –

Cllr. Meade reported that at the last meeting an overgrown hedge had been mentioned on Old Harleston Road - he has since spoken to the farmer who will schedule a hedge cut soon.

Chairmans report – Cllr Randlesome reported that he had attended a Council Forum recently and had met a lot of people, including councillors from other parishes. The Chairman spoke with Jenny Bloomfield (SNC) regarding flooding in the area and another subject for discussion with officers was Planning, the general feeling was that parish and town councils were not listened to when it came to voicing their concerns or objections.

Clerks Report – The Clerk gave a brief breakdown of various Village related items and outcomes since the last meeting which included :-

- An update on the Equality and Diversity training meeting which took place on 25th October.
- A response from NCC Highways regarding recent communications is still pending, queries raised included, the half barriers at the end of Station Road, the surfacing in the same area, the Angles Way signage and the ownership of the triangle of land on The Street adjacent to Station Road. Further queries were made on the obscured signage on the A143, lack of lighting at the junction with the A143/road into the village. I have also mentioned the Parish Partnership fund and thoughts around funding a solar bollard – answers to these questions are awaited.
- Salt bins – three salt bins are now in place and after some difficulty with timings, now have salt in them.
- Emergency Action Plan – Copies of an updated EAP were handed to councillors for their perusal and comment. This will be an item for discussion at the January meeting.

6. Village Items –

Update on all village items, including the WW1 Commemorative Plaque, Signpost etc:-

a) Report from the Speed Watch group – The Chairman read out a report provided by Peter Goodfellow who provided the following figures:-

On 9th October 6 motorists were caught travelling at 43,46,45,36,39 and 38 mph obviously all on a 30mph road.

On 24th October 4 motorists were caught speeding, although one of the drivers was caught twice doing 39 and 38 mph, travelling towards Bungay and then a short time later travelling back from the Bungay direction. The other drivers were caught driving at 39 and 38mph.

The Speed Watch Group are looking for new members to join them and anyone interested should contact Peter directly.

b) Discussion on the purchase of a commemorative bench to mark King Charles III coronation and update on SNC's response for permission to install on The Green – The Clerk reported that a hexagonal teak tree stump bench seat had been sourced from Slone & Son. After some negotiations with the supplier a discount was secured on the bench which is made from Grade A teak which is extremely hardwearing and requires little maintenance, it is also ethically sourced wood. Councillors agreed to accept the suggestion as presented. Agreement proposed by Cllr. Randlesome and seconded by Cllr Clark

ALL AGREED

Post meeting – Order placed - Bench, soft surface anchor kit, engraved plaque, free delivery and inclusive of VAT final price is £944.10 (£157.35 VAT will be reclaimed – net price is £786.75)

ACTION - CLERK

The Clerk has spoken to the Community Assets Management Office at SNC regarding the plan to install the circular bench, and he was happy with the idea but asked that he be kept in the loop when it comes to placement of the bench. He mentioned that he is planning on planting a few more trees on The Green in the future.

c) Discussion on the purchase of a new Parish Council noticeboard – This item was deferred from the last meeting so further searches could be done. The Clerk had sent some ideas through to councillors for wall mounted noticeboards with headers and suggested that the Village Hall may wish to purchase their own board or use the existing PC board. Further questions were raised on whether the price included VAT, the Clerk said she would find out and let Councillors know as it was not clear on the website.

Post meeting – the cost of £756 did not include VAT (which can be reclaimed), this price includes the noticeboard, personalised header, delivery and is large enough to take 16 x A4 pages – this will be discussed at the next meeting.

ACTION - CLERK

d) Agreement on a potential date for defibrillator training with Bungay First Responders at Grumpy's Café and to consider a request for a donation for Bungay First Responders – The Clerk has been in contact with both Grumpy's Café and Bungay First Responders, both were willing to take part in some training in the use of defibrillators using the café premises. After some discussion it was felt that the Village Hall may be a better location for the training due to more

space being available and could be held in February or March depending on the availability of the First Responders. A donation of £300 towards Bungay First Responders was agreed.

Proposed by Cllr. Randlesome and seconded by Cllr. Bennett

ACTION – CLERK

e) Discussion on employing a self-employed handyman for occasional jobs around the village – Cllr Leech confirmed that the handyman would be free after Christmas for a discussion with councillors. Cllr. Leech to set up a meeting in the New Year.

ACTION – CLLR LEECH

f) Discussion on Village Hall Car Park flooding and to discuss an application for funding, any quotes received for remedial works so far and any actions going forward – Cllr. Naunton has contacted three different companies for quotes for the drainage works and resurfacing of the VH car park, all were within a few hundred pounds of each other. The Clerk commented that there was £7500 in earmarked reserves for car park works as a contribution to the overall cost. Cllr Bennett proposed agreement to proceed with the application which was seconded by Cllr Clark. The Chairman and Clerk will meet the following week to complete the funding application form and submit it to SNC along with the quotes.

ACTION – CLLR RANGLESOME AND CLERK

g) Parish Partnership Scheme – Discussion as to whether the Parish Council would wish to consider applying for funding from NCC for the delivery of highway improvements – The Clerk had found a solar LED bollard at a cost of £542.26 excluding VAT which could possibly be suitable for the junction to the A143, this will be dependent on Highways permission. The deadline for the Parish Partnerships is 8th December so an application needs to be submitted soon if agreed. **Post meeting** – Via email, councillors were in agreement that an application should be submitted to NCC, so this will be done when the Chairman and Clerk meet the following week.

ACTION – CLLR RANGLESOME AND CLERK

h) D-Day 2024 – deferred

i) Consideration of a draft response to the Biodiversity Duty - Noted

7. Planning Applications –

Appl Number : 2023/2824

App Type : Approval of Condition Details

Location : Agricultural Building At Church Farm Church Road Earsham Norfolk

Proposal : Details of conditions 4 and 11 of 2021/2683 - (4) Phase 1 Contamination Report and Boundary treatments

Decision : Approval of details - Approved (Delegated)

Date of decision : 2 November 2023

Application Number : 2023/3290

App Type : Householder

Location : 3 Waveney Crescent Earsham Norfolk NR35 2TW

Proposal : Erection of garage to front

This application was considered by the Parish Council to be acceptable in principle, however a comment was made asking if this contravened the building line regulations.

8. Finance and Governance –

a) Approval of items of expenditure invoiced since the September 2023 meeting and note balances –

Payments already made (excluding VAT) –

Parish Council - £579.90 (streetlighting October/November, Post sign lettering, defib light)

Playing Field - £307.30 (pavilion electricity)

Allotments - £85.00 (works to water trough and new stopcock)

Payments for approval at this meeting (excluding VAT)

Parish Council - £545.05 (SLCC subscription, HMRC (third quarter tax) and printer paper

Playing Field – Earsham Estate £13.00 (Rent)

Agreement proposed by Cllr. Leech and seconded by Cllr. Meade

ALL AGREED

- b) To note the latest Local Government pay agreement for 2023 backdated to April 2023 for £1 per hour pay rise for clerks– Noted
- c) To note the receipt of £555.94 CIL monies from the agricultural building at Church Farm, Church Road, Earsham – Noted
- d) Budget discussion for 2023/24 – Further discussion will be required on the draft budget presented which will be agreed at a meeting in early January once Tax Base figures are received from South Norfolk Council.
- e) Resolution to discuss and agree:-
 - 1. Equality and Diversity Policy
 - 2. Dignity at Work Policy
 - 3. Biodiversity Policy

Agreement to items 9b,c,d,e proposed by Cllr. Randlesome and seconded by Cllr. Clark

ALL AGREED

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

- a) Update on allotment payments, condition of the allotments since the last meeting and any tenant updates –
 - Still two outstanding payments – one person has been contacted again recently via email but the other person has not responded to two letters and an invoice
 - Cllrs. Randlesome, Leech and the Clerk met at the allotments in October and noticed a vast improvement in the condition and tidiness of the plots
 - Two tenants are giving up their plots, but other tenants wish to take them over which has been agreed by Cllrs. Randlesome and Leech. There's no-one on the waiting list.
- b) Update from the Chairman of Earsham Football Club regarding the installation of the lockable bollard on the Playing Field – The Clerk read out an email from the Chairman, which apologised for the oversight in not contacting the Parish Council regarding the installation of the bollard. It was agreed that the Clerk would retain the defibrillator cabinet code number in case there was a need to open it to get to the bollard key.

10. Significant Correspondence – Forwarded to Councillors. Two emails read out by the Chairman were regarding speeding on Church Road, and the vehicle parked in the layby.

The Chairman asked if members wished to continue with the meeting as it was 9.30pm or defer the rest of the items until the next meeting, all members agreed to continue (Standing Orders 3.01)

11. Business for the next meeting – Updates on village items, budget, precept, Parish Partnerships funding and Pride in Place funding

The meeting was adjourned at 21.37 and reconvened at 21.50 for public comment

A member of the public commented that the footpath from Minns Bridge still had not been cut satisfactorily and at this time of year can be dangerous. The Clerk to report again.

Another member of the public asked for an update with the fingerposts as some time has gone by and they are still not completed. Cllr. Meade explained that everything was in place for installation once Highways has given the necessary permissions, once received, things will move forward.

Cllr. Randlesome thanked everyone for attending and wished everyone a Merry Christmas and Happy New Year.

12. Confirmation of the date of the next meeting – Wednesday 31st January 2024 at 7.30pm in Earsham Village Hall (a meeting may be held before this date to determine and agree the Parish Council's precept requirement for 2024/25 - this is to comply with SNC's deadline)

Signed R. Randlesome

Meeting ended at 21.51

Date ... 10th January 2024