

WHISSONSETT PARISH COUNCIL

Minutes of a meeting of Whissonsett Parish Council held virtually at 7.30pm on Monday 14th September 2020.

Under the Coronavirus Act, the Secretary of State has published meetings regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present: Cllr Sally Dye (Chair)
Cllr Bruce Andrews (Vice Chair)
Cllr Catherine McGee
Cllr Charles Holloway
Cllr James Daniels
Cllr Caroline Edge

District Cllr Trevor Carter
County Cllr Mark Kiddle-Morris

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 13th July 2020.

Cllr Edge proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Holloway and agreed by Council.

4. Open Forum for Public Participation.

There were no members of the public present.

5. County & District Councillors Reports.

D/Cllr Carter reported on the following matters:

- Breckland Community Funding Scheme will be re-opening for applications from 1st September and will include guidance for completion of forms.

- Banham Poultry Outbreak – a total of 127 employees have tested positive for Covid-19 across the local community, with five household members being identified as positive cases. The evidence still shows no wider spread in the community, but the situation is being monitored daily. 108 employees have been cleared to return to work and the balance of staff who are self-isolating will be able to return to work next week.
- Breckland Chief Executive - Anna Graves is standing down this Autumn.
- The Council's new waste contract appears to be working well and is meeting its targets.
- Breckland is targeting high-risk fly-tip areas with increased resources.

The County Councillor had previously circulated a report and this is attached to the minutes. In addition, he reported that the Boundary Commission Review has re-commenced although it will have no impact on Whissonsett, however, the consultation is available on-line if anyone wishes to comment.

6. Planning Issues

a) Decisions to note.

Council noted that the following two applications remained undecided.

Application	Parish Council Comments	Current Breckland Status
3PL/2020/0630/D – The Old Pit, High Street - Reserved matters application for 3 dwellings following outline permission 3PL/2017/0352/O.	Objections raised in respect of an increase of on-road parking and highway safety. No demand for any additional four-bedroom dwellings.	Undecided.
3PL/2020/0629/D – The Old Pit, High Street - Reserved matters application for one dwelling following outline 3PL/2017/0937/O.	Objections raised in respect of application being outside of the decision of the outline planning permission for a single storey building, an increase of on-road parking and highway safety. No demand for any additional four-bedroom dwellings.	Undecided.

b) Applications to consider.

- 3PL/2020/0892/VAR – The Old Pit, High Street - Variation of Condition No 4 on 3PL/2017/0937/O Conditions(s) Condition 4 – Cllr Dye proposed that Council reiterates its previous comments regarding the height of this dwelling and add that there was no demand for four-bedroom properties in Whissonsett. This was seconded by Cllr Andrews and agreed by Council.

Cllr Carter reported that progress was being made on the derelict house near to Playing Field Drive and it was agreed that a letter should be sent to the owner to remind them that the corner of the driveway is Parish Council land.

A query was also raised regarding the soil and rubble heap which had been dumped on highways land near to the old BT building site. The District & County Councillors will both take this matter forward, as fly-tipping and highway issues respectively.

7. To consider any Highways matters.

a) To receive an update re matters previously reported.

- Water Leaks, London Road – the C/Cllr reported that he had not been able to make any further progress on this issue but requested he be notified next time the road floods.

b) To receive a report regarding the SAM II sign.

Cllr McGee reported that the sign had now been updated with the current software and was in position on the Colkirk Road. Cllr McGee requested that a Highways technician visit the village and advise on existing and new sites for the sign and the C/Cllr will arrange this.

At this point in the meeting, C/Cllr Kiddle-Morris left the meeting.

c) To consider any action to resolve the overgrown public rights of way in the village.

d) To receive a report regarding the volume and speed of farm vehicles travelling through the village.

The Chairman proposed that in respect of the above two matters, a letter be sent to the local farmers, who were responsible for keeping the footpaths clear and the farm vehicles travelling through the village, to request that the footpaths are kept clear and that the farm vehicles drive more considerately through the village. Council supported this course of action.

e) To consider any new issues.

It was noted that the repairs to Mill Lane potholes/surface were poor and this will be reported. A pothole on the Raynham Road will also be reported.

8. To consider issues relating to the Play Area.

a) To receive an update regarding the re-opening of the Play Area.

The Chairman reported that a risk assessment had been carried out and the play area had been reopened with appropriate safety signage erected. The area will be monitored to ensure the signage remains in place.

b) To consider any further actions resulting from the 2019 Play Area Inspection Report.

Cllr Edge reported that she will be contacting the company who installed the new equipment to request that the zip wire cable be tightened. In addition, she will ensure the two gate latches are repaired.

c) To consider approval of the annual Play Area Inspection Report.

Council approved an annual inspection of the play area be carried out once the issues outlined at item 8b. above had been dealt with.

d) To consider any other issues.

It was noted that a picnic had been held on the site recently with everything left in situ, including all the food, waste etc, and a local resident had kindly cleared the mess up.

Dog mess continued to be an issue, however, two local culprits had been identified and would be reported to the dog warden to deal with.

A request from a Duke of Edinburgh organiser had been received requesting permission to use the playing field to erect a tent and cook some food on two days in October; there would be no overnight camping. Council were in full support of this request.

At this point in the meeting, D/Cllr Carter left the meeting.

9. To review the grass cutting contract prior to the tender process.

In respect of the current contractor, it was agreed that it was difficult to ascertain what works had been carried out as the checks requested were not being reported by the contractor. However, it was agreed that generally they did a good job in the village.

However, the contract must go out to tender and a minimum of three quotes obtained. Council agreed to add the area around the village sign to the contract and the quotes will be considered at the November meeting.

10. To consider maintenance and other issues relating to:

Council agreed a date for the Council village walkabout to discuss ongoing issues and identify any others which need addressing.

a) The Allotments.

There were no issues raised.

b) Parish Council trees – including report from recent tree inspection.

The tree inspection report had been received and Cllr Dye proposed that a quote from a local contractor for removing one of the trees identified in the report be approved, this was seconded by Cllr Andrews and agreed by Council. No permission is required to remove this tree. The other issues raised in the report will be reviewed during the walkabout, in addition to two dead trees in the conservation area on the playing field, and low branches identified by the grass contractor, also on the playing field.

c) Grass Cutting.

There were no further issues raised as this had been discussed at item 9.

d) The Village Sign.

There were no issues raised.

e) All other village areas.

There were no issues raised.

11. Correspondence

Council noted the following correspondence and the Chairman reported that all now seemed quiet on the Covid-19 situation, however, Council noted that help was only a phone call away for anyone who required it. There were no other issues raised in respect of the correspondence.

- Covid-19 related correspondence.
- NALC Wellbeing – Various topics.

12. Finance & Governance Matters

a) To receive a financial statement for the year ending 31st March 2021.

There were no issues raised and Council noted the report.

b) To note the external auditors report for the year ending 31st March 2020.

There were no recommendations raised by the external auditors and Council noted the report.

c) To consider approval of the recommendations set out in the Local Government Services Pay Agreement 2020- 21.

Cllr Holloway proposed approval of the recommendations made in the pay agreement, this was seconded by Cllr McGee and agreed by Council.

d) To receive a report regarding the consideration of the precept (Cllr Holloway).

Cllr Holloway raised this item following his attendance at a New Councillors training course. However, the Chairman assured him that Council prepared a budget each year and this was used to set the precept. It had been some years since any increase and Council were hoping this would remain the case although the new grass cutting contract may not allow that.

e) To reconsider approval of the Tree policy.

Cllr McGee proposed approval of the revised Tree policy, this was seconded by Cllr Dye and agreed by Council.

f) To approve the following payments:

Cllr McGee proposed approval of the following payments, this was seconded by Cllr Holloway and agreed by Council.

• Clerk (Salary/Allowance – Aug/Sept)	£267.30
• HMRC	£0.20
• Royal British Legion (wreath)	£18.50
• PKF Littlejohn LLP (external audit)	£240.00
• Tree Inspection	£306.00
• Turnstile Repair	£340.00

13. To receive any new items for the next agenda.

There were no new items received for the next agenda.

14. To note the next meeting will be held at 7.30pm on Monday 9th November 2020.

Council noted the date of the next meeting and the meeting then closed at 9.09pm.

Signed:

Date:

County Councillor for Necton and Launditch Division
Report September 2020

Covid-19:

The latest information from NCC on the measures and response to the Covid-19 outbreak in Norfolk has been forwarded to you all. The recent outbreak in the Banham Poultry facility in Attleborough is being addressed through the Norfolk Local Outbreak Control Plan. This is a multi-agency operation involving NCC Public Health, Public Health England, NHS and Breckland Council. So far (Monday) 96 people have been tested positive out of 477 tests carried out. All staff at the plant are being asked to self-isolate for 14 days if they have not tested positive and for 10 days if they have had a positive test. Households of those workers who have tested positive should isolate for 14 days. Contact tracing is taking place to alert anyone who has been linked to a Banham Poultry worker. Support for those families in isolation who need food and medicine supplies is being given by the Norfolk Assistance Scheme.

Local Government:

A White Paper is expected this month which will outline the government's plans to reform local government. The proposals are widely expected to include the compulsory formation of unitary councils and to arrange several unitary councils into combined authorities which will be obliged to have an elected "mayor".

Waste Amnesty:

NCC are holding free hazardous waste disposal days during September and October at the recycling centres. The following are the dates and times for the nearest ones:

Dereham 2nd, 3rd, 4th October.

Hempton 9th, 10th, 11th October. Both centres are open from 9am to 4pm.

School Transport:

Changes in regulations regarding public transport mean that any bus or coach company offering fare paying transport to the public must use disability access buses (ie crouching buses). Unfortunately, this rule also applies to children whose parents purchase a discretionary seat on a home to school transport. Currently none of the school transport providers have purchased crouching buses. I have asked the local MP to make representations to government to reverse the decision, I await a response.

Mark Kiddle-Morris.