

WHISSONSETT PARISH COUNCIL

Minutes of a meeting of Whissonsett Parish Council held on Thursday 14th May 2020 at 7.30pm.

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. Accordingly, there will be no Annual Meeting in 2020 and this meeting was held virtually via Zoom.

Present:

Cllr Sally Dye (Chair)
Cllr Bruce Andrews (Vice-Chair)
Cllr Catherine McGee
Cllr Charles Holloway
Cllr Caroline Edge

County Cllr Mark Kiddle-Morris
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from Cllr Daniels and D/Cllr Carter.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 9th March 2020 & 30th March 2020.

Cllr Dye proposed that both minutes be accepted as true records of the meetings, this was seconded by Cllr Andrews and agreed by Council. The Chairman will sign the minutes at a later date.

4. To approve an Addendum to Standing Orders relating to the Covid-19 situation.

Cllr Dye proposed approval of the Addendum to Standing Orders which set out the changes relating to The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. This was seconded by Cllr Holloway and agreed by Council.

5. Open Forum for Public Participation.

Members of the public had been invited to attend the virtual meeting, but none were in attendance.

6. County & District Councillors Reports.

Written reports were received from both Councillors and these are attached to the minutes. There were no questions for C/Cllr Kiddle-Morris.

7. Planning Issues – to consider any applications received after the publication of the agenda.

There were no planning matters to consider.

8. To consider level of support available for vulnerable residents during Covid-19 situation.

Council agreed that systems were in place to catch anyone who may be vulnerable and in need of assistance during the current situation and there was no need for any additional support by Council at the present time.

9. To consider any action required re dog fouling in the village.

The problem of dog fouling continued and had been reported to the Breckland Dog Warden who will be investigating. It was noted that there had been an increase of visitors to the village walking their dogs and some of the problem may be as a result of this. Council agreed to continue to monitor.

10. To consider any urgent actions required in respect of council assets in the village.

Cllr McGee reported that, along with Cllr Holloway, an issue of overhanging trees had been dealt with although a professional tree surgeon is being called in to see if the remaining branches are dangerous and Council need to take any further action. The trees in the Playing Field will also be inspected.

The works to Springwell had not been commenced although it was thought all the works to the railings and turnstiles had been completed; the contractor will be contacted for an update.

11. Finance & Governance Matters

a) To receive financial statements for the year ending 31st March 2020 and 31st March 2021.

Council noted the two financial statements and no queries were raised.

b) To receive the internal auditors report and consider any recommendations.

Cllr Dye proposed acceptance of the internal auditors report which had not raised any issues, this was seconded by Cllr Edge and agreed by Council.

c) To approve the annual governance statement in the 2019-20 Annual Return.

Cllr Dye proposed approval of the annual governance statement, this was seconded by Cllr Holloway and agreed by Council.

d) To approve the Accounting Statements in the 2019-20 Annual Return.

Cllr Dye proposed approval of the Accounting Statements, this was seconded by Cllr McGee and agreed by Council.

Council noted that they were not exempt from a review by the external auditors in respect of 2019-20 due to the high expenditure relating to the Play Area and this would be at a cost of £200, which was included within the budget.

e) To consider approval of membership of Zoom at a maximum monthly cost of £11.99.

Cllr Dye proposed approval of membership of Zoom which it was hoped would be shared between six Councils, at a cost per Council of £2.40 (including VAT) per month. This was seconded by Cllr Holloway and agreed by Council.

f) To approve the following payments:

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

- | | |
|---------------------------------------------------------------------------------------------------|---------|
| • Clerk (Salary/Allowance – April/May)
(includes previously approved incremental pay increase) | £242.70 |
| • HMRC | £24.80 |
| • Internal Auditor | £13.00 |

The following payments were made on 22nd April 2020:

- | | |
|----------------------------------|---------|
| • Norfolk PTS Subscription | £130.00 |
| • Clerk (Website Hours x 20) | £193.80 |
| • HMRC | £17.60 |
| • Website Support Provider | £67.50 |
| • Website Host (refund to Clerk) | £86.40 |

The Chairman informed Council that there would be a cost for the hosting of the previous website which had renewed prior to the new website going live. Additional posts had been purchased to mark out a new allotment and she will submit receipts for both expenses to the next meeting.

Cllr Edge requested approval to paint the frame of the map, sited near the Village sign, black and this was agreed by Council. Cllr Edge hoped to be able to provide the paint herself and there was not likely to be a cost to Council.

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

There were no new items received.

13. To note the next meeting will be held at 7.30pm on Monday 13th July 2020.

Council noted the date of the next meeting and the meeting closed at 8.01pm.

Signed:

Date:

County Councillor for Necton and Launditch

Report for May 2020

Response to Coronavirus:

Throughout the crisis the County Council has been working closely and effectively with District, Borough and the City Council, the NHS, Police and other public sector partners. Examples of the ways that the Council has supported people during the pandemic are:

- Procuring PPE to supply all the Councils frontline staff and care homes.
- Identifying and visiting the most vulnerable children and adults.
- Supporting schools that have remained open for vulnerable children and the children of key workers.
- Supporting the implementation of the new free school meals scheme.
- Setting up accommodation to enable the NHS to discharge patients safely.
- Offering digital support from libraries, museums and the adult learning service to support home schooling and enable people to stay safe.
- Creating a skills bank so staff can be redeployed to assist with the distribution of food and PPE.

Looking to the future the Council is working with the New Anglia Local Enterprise Partnership and all partners to devise the best strategy to recover from the economic shock brought about by the crisis.

The Council has been allocated an additional £43.6m government funding so far but has predicted a £19m shortfall in this year's budget due to lost savings, additional costs and loss of income.

An insight in to the work being carried out by NCC is listed in Appendix A of the Cabinet Agenda for the meeting held on the 11th May.

Boundary Commission Revue:

The Boundary Commission have decided that they cannot finish the statutory consultations on their revue of Norfolk County Council division boundaries in time for any recommendations to be implemented prior to the May 2021 County Council elections. Therefore, the May 2021 election will be contested on the existing division boundaries.

Highways:

The reduction in traffic volumes by 80% has presented an ideal opportunity to carry out resurfacing and surface dressing work with minimum disruption. Social distancing rules are having some effect on the logistics of carrying out any operation, but work continues on urgent highway work including potholes and defects should still be reported in the usual way

Report from District Cllr Trevor Carter

May 2020

During the 'Lockdown' things have obviously slowed down somewhat but residents in a number of villages have sought the help of BDC with regard to issues that through various circumstances they required help with. These needs ranged from help with shopping, getting medicines, contacting family members and checking on the well-being of residents. I would like to take this opportunity to thank Parish Councillors and residents who have been of tremendous help in meeting the needs of parishioners during these difficult times.

On a more mundane subject I have continued to deal with reports of fly-tipping with one along Brisley road between Horningtoft and Whissonsett proving difficult as Breckland were unsure if the contents of the large tins were hazardous. As a result it took some time to get them cleared.

Could I please request that any further reports of fly-tipping be through the Report It section of the BDC website as it will get dealt with more quickly.