

## Aldeby Parish Council

**Minutes of the Aldeby Parish Council Meeting held at 7.30 pm on Wednesday 5<sup>th</sup> January 2022, held remotely via Zoom, as result of the refurbishment of Burgh St Peter Village Hall and the ongoing Covid 19 Pandemic situation and the vulnerability of some Councillors.**

**PRESENT:** Timothy Wright (Chairman), Cllr Karen Kennedy-Hill (Vice-Chair), Cllr Linda Masters, Cllr Dr Peter Harrison, Cllr Matt Tansley, Ms Anna Godsave (Clerk).

1. **APOLOGIES:** Norfolk County Councillor Mr Barry Stone (Clavering Division), SNDC Councillor Mr James Knight.
2. **MINUTES OF THE MEETING OF NOVEMBER 2021:** The minutes of the Meeting held via Zoom on Wednesday on 1st December 2021 were considered a true record and the Chairman proposed that they be they be accepted and this was seconded by Vice-Chair, this motion was passed unanimously and signed off by the Chairman.
3. **DECLARATIONS:** Cllrs Masters and Tansley declared interests, in that their spouses are paid a nominal fee to carry out weekly safety inspections on Old School and Common Road playing fields respectively, of which they are respectively neighbours.
4. **PRECEPT SETTING FOR ALDEBY PARISH 2022/23:** The Clerk presented Councillors with a financial summary of the year to date, a forecast to the year end, and a projection of expenditure for the year ahead. There was intensive discussion regarding the predicted expenditure on the ongoing maintenance of Parish assets, especially regarding the rises in prices over the past 6 months – fuel prices being a particular concern, as increases in this area impact upon the costs of grass-cutting, etc charged by contractors. Concerns were expressed that the Parish Council would have to take particular care to ensure it would be able to cover all of its' expenses for 2022-2023. Councillors also agreed that there was a need to have minimum level of reserves in case of unforeseen circumstances.

After a lengthy deliberation in which the budget was reviewed with the increased costs in mind, and with a view to of achieving maximum economy and value for money, the decision to raise the Parish Precept by 8% was carried unanimously. This equates to an increase of .05p per week on the existing 2021/22 Precept of precept of £1.08 per week per Band D household to £1.13 per week; ie an increase of £2.60 for the year.

5. **ADJOURNMENT:** No County or District Councillors were present to speak, nor did any member of the public attend the meeting.
6. **PLANNING:** The Clerk reported that no new planning applications had been notified over the past month.

Councillors discussed the importance of having a representative of the Parish Council present to represent the viewpoints of the residents of Aldeby Parishioners at the Planning Committee hearing regarding the application from Infinis to install a Solar Park on the disuse Aldeby Waste Disposal Site. The date of the Planning Committee meeting dealing with this application has not been officially confirmed, but was likely to be towards the beginning of February 2022, but confirmation was needed of the date, time, and location of this meeting. The Chairman, Mr Tim Wright informed the meeting that he would be able to attend if the meeting were on the 4<sup>th</sup> February 2022.

**Action:** Clerk to obtain confirmation of the Planning Committee date, time and location for the Aldeby Solar Park planning application consideration from the Norfolk Planning Department, as this information was not yet available on the Norfolk Planning website.

A Parish Councillor had been approached by some concerned residents regarding a planning infringement. As the Parish Council has no authority to deal with such planning issues, this

representation was passed to South Norfolk District Council Planning Department for their consideration by the Parish Clerk, who has asked SNDC to deal with this matter.

7. **HIGHWAYS:** The Clerk reported that she had had a reply to her email to Cllr Barry Stone regarding visiting the Parish to inspect areas of concern with the Parish Councillors. Cllr Stone had requested the presence of Gary Overland, the NCC Highways Engineer, who has replied that unfortunately would not be available, as he had visited Aldeby recently. Parish Clerk was asked to contact Cllr Stone with some possible dates / times for Cllr Stone to visit Aldeby and meet with some Parish Councillors.  
**Action:** Clerk to email Cllr Stone with some possible dates / times for a visit by him to Aldeby re traffic interventions and to explore funding for same.
8. **COVID 19:** The Clerk reported that there had been no new advice from the Government regarding Covid 19 procedures. The Parish Council had been advised that Burgh St Peter /village Hall was not in any case available for a February meeting due to ongoing refurbishments. As discussed during the December 2021 meeting, the Councillors confirmed that the situation regarding the future location of Parish Council meetings would be reviewed in the February 2022 APC meeting.  
A query was raised regarding the replenishment of the sanitiser dispensers on Common Road and Old School Playing Fields and the Clerk was asked to request the remainder of the supply of hand sanitiser be returned to the care of the Council from Martin Power.  
**Action:** Clerk to request return of bulk hand sanitiser supply to Cllr Tansley's address.
9. **PARISH LANDS:** The Clerk reported that the application to SNDC Councillor James Knight for funds towards the construction of a wheelchair accessible pathway to the Wildlife Pond, with concrete pad by main gate to allow access for heavier vehicles to Old School Playing Field has been approved. The exact amount has not been confirmed, but is expected to be in the region of £600 to £700. The Council asked the Clerk to obtain two more quotes for the work from suitable contractors, to allow for viewing space, especially for wheelchair users. The third phase would be the installation of the pathway down into the woodland, with a possible fourth phase which would entail the erection of a raised viewing platform at the rear of the pond to allow viewing across the woodland. Cllr Tansley proposed that the Clerk contacts Max Galley to ask for a quote for installation of pathway to the wildlife pond from the main gate at Old School Playing Field and asks Cllr James Knight for any grant monies available to help fund the project, this was seconded by the Vie-Chair and agreed by all Cllrs apart from Cllr Masters who had reservations on the motion and expressed a wish for a more detailed plan regarding the stages of the Sole bay Woodland Project.  
**Action** - Clerk to obtain two more quotes for construction of pathway and concrete pad along woodland boundary to Wildlife Pond in Old School Playing Field.

Grass cutting contract on Parish Lands from April 2022 – the Clerk that offers to tender for grass cutting of the playing fields had been sent out to suitable contractors.

The Clerk was asked to clarify with Doeke Dobma of Clinks Care Farm regarding the replacement of some Oak tree saplings that had died along the new cut, and in regard to the possibility of purchasing from him tree guards for the planting of the young trees coming to the Parish Council as part of the NCC Million Trees for Norfolk Campaign, and of any outstanding work to be completed before the end of the Clinks Care Farm contract.

The grass cutting for the Parochial Church Council around the churchyard was discussed and it was generally agreed that the PCC should be notified that Doeke Dobma was ceasing the grass cutting in March 2022 and that any new contract would not cover the cutting of the grass in the new churchyard as had been happening over the previous three years.

**Action:** Doeke Dobma of Clinks Care Farm regarding the replacement of some Oak tree saplings that had died along the new cut and also regarding the possibility of purchasing from him tree guards, clips and stakes for the planting of the young trees coming to the Parish Council as part of the NCC Million Trees for Norfolk Campaign, and of any outstanding work to be completed before the end of the Clinks Care Farm contract.

The restoration of the memorial plaque on the Millennial Mound was discussed by the Council and it was agreed that the suppliers 'Ogilvie's' should be asked to refurbish this, as the problems were reported within 18 months of the plaque's installation.

*Action: Clerk to contact Ogilvie's regarding refurbishment of memorial plaque*

The Clerk reported that the Covid Resilience Plaque, kindly given to the Parish by Lady Dannett, by the Lord-Lieutenant of Norfolk had now been installed by the notice board on the Bus Shelter in St Mary's Road by Cllr Tansley and herself, for which the Council expressed their thanks.

The Councillors discussed the situation regarding the re-installation of the village sign on Beccles Road and the Chairman explained that it was his intention to re-install the Viking Ship sign, which he had been repairing in April, after the worst of the winter weather was over.

The Clerk reported that Norfolk County Council had confirmed that Aldeby Parish will be receiving : 7x small copse packs = 70 trees, 3 x orchard pack = 30 trees, 80m hedging trees. Delivery is anticipated to be in late January 2022 to Cllr Kennedy-Hill's address.

10. **DE-FIBRILLATION TELEPHONE BOOTH:** Cllr Harrison reported that there were still problems with the floor to the booth being flooded in wet weather, and that most likely water was still ingressing through the drilled holes below ground level which allowed access to power cables. Cllr Tansley told the meeting that he would inspect and apply a suitable waterproofing material to address the problem and report back to the Council.

11. **FINANCE:** The Clerk presented Councillors with the current financial situation as far as could be ascertained, in the absence of up-to-date bank statements being received from Barclays Bank.

A request was received from Norwich Citizen's Advice Bureau for a donation, after some discussion it was decided that the CAB in Beccles was the one to which Aldeby residents would go for advice, rather than Norwich. In consequence the Clerk was asked to respond to Norwich CAB politely declining the request and explain the reasons for same and for a donation of £25 to be made to North East Suffolk CAB, who have an advice centre in Beccles.

The following payments were submitted and approved:

	£
Clerk's December 2021 salary	192.00
Payment to HM Revenue & Customs for Clerks PAYE	48.00
Reimbursement to Clerk	
Zoom Fee 6 <sup>th</sup> November 2021 – 5 <sup>th</sup> December 2021	14.49
Zoom Fee 6 <sup>th</sup> December 2021 – 5 <sup>th</sup> January 2022	14.49
Reimbursement to Cllr Tansley for repair work to Defibrillator Telephone Box	75.75
Payment to Mrs C Tansley for weekly inspection of Common Road Playing field from Feb 2021 to Nov 2021	129.00
North East Suffolk Citizen's Advice Bureau	25.00
Brian Gooderham – Invoice for hedge trimming to Old School Playing Field and Common Road Playing Field (£150 + VAT)	180.00

The Vice-Chair proposed that the finances be approved, seconded by the Chairman and carried unanimously.

**Action:** Clerk to write to Norwich CAB explaining reason for refusal of request for donation and to arrange donation of £25 to North East Suffolk CAB.

12. **TRAINING:** The Clerk reported that she was booked to attend an Annual Governance & Accountability Return training webinar on 25<sup>th</sup> January 2022.
13. **CORRESPONDENCE:** The only correspondence was the request for a donation from Norwich Citizen's Advice bureau, already dealt with in Finance in section 11.
14. **ANY OTHER BUSINESS:** There was no other business

**There being no further business, the Chairman closed the meeting at 9.51 pm**

<p><b>Anna Godsave, Clerk to Council</b> <b>12 Hampton Avenue, Thurlton, Norfolk, NR14 6RH</b>      <b>01508 549143</b></p>
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