

## Aldeby Parish Council

**Minutes of the Aldeby Parish Council Meeting held at 7.30 pm on Wednesday 2<sup>nd</sup> March 2022, held remotely via Zoom, as result of the ongoing Covid 19 Pandemic situation and the vulnerability of some Councillors & the ongoing renovations at our meeting venue.**

**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:** NCC Councillor Barry Stone, SNDC Councillor Mr James Knight.
- 2. MINUTES OF THE MEETING OF 9<sup>th</sup> February 2022:** The minutes of the Meeting held via Zoom on Wednesday on 9<sup>th</sup> February 2022 were considered a true record and the Chairman proposed that they be they be accepted and this was seconded by the 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. ADJOURNMENT:** Cllr James Knight sent a report, extracts are given as immediately below -

*Report from Ward Member – March 2022. On 22nd February, South Norfolk set its budget for 2022/23. Despite these challenges, South Norfolk is in a strong position to deliver on its commitments and aspirations for our residents. I have positive news for smaller rural communities like ours. The Community Action Fund (CAF) exists to fund community initiatives which require larger amounts of funding than the Ward Members Fund can support. Typically, the CAF considers applications for funding between £500 and £15,000 for community groups to deliver new projects which enhance the lives of local people, and which could not otherwise be funded. This fund usually has an annual limit of £50,000 (across the whole of South Norfolk), but last week we approved a one-off tripling of this budget to £150,000 – with a specific emphasis on helping smaller parishes. That means that much-needed local community projects have a chance of getting off the ground – and I will do my best to support any project which has a clear and coherent plan and which meets the funding criteria. Looking at the wider South Norfolk picture, we plan to instal solar panels on our leisure centres, switch to low-carbon (HVO) fuel in our bin lorries,. For my part, I will continue to help and support all of the parishes in my ward – so please let me know if you need any assistance. James Knight Member for Thurlton Ward 1st March 2022*

- 5. PLANNING:** The Clerk reported that no new planning applications had been notified over the past month.
- 6. HIGHWAYS:** The Vice-Chair asked the Clerk to liaise with Councillor Barry Stone regarding a visit by him to Aldeby to consider the various Highway concerns around Aldeby, the dates suggested were in early April 2022, on a weekday in late afternoon to allow as many Parish Councillors as possible to attend.

**Action:** Clerk to contact Councillor Stone to arrange a Highways visit by him to Aldeby Parish.

The matter of lorries carrying gravel was still ongoing in the Parish, at the rate of some 4 lorry movements per hour. The Clerk was asked to report this to the Highways Dept, NCC Planning and SNDC Planning

**Action:** Clerk to contact NCC Planning, SNDC Planning and Highways re movements of gravel lorries.

7. **COVID 19:** Cllr Harrison advised the meeting that the NHS had been advised that hybrid meetings were the way forward. Cllr Master said that Burgh St Peter Village Hall does not at present have an internet connection. Cllr Tansley said that he would ask an IT specialist he knew for advice on easiest way to achieve an internet connection for BSP village Hall. There was general agreement that the April meeting would be via Zoom and the arrangements for the May meeting would be reassessed then.
8. **PARISH LANDS:** Contracts for ground maintenance works from April 2022 – The Clerk presented the tenders for 1. Grass cutting on Old School Playing Field (OSPF) and Common Road Playing Field (CRPF) and associated land and 2. High Trimming of hedges in OSPF and CRPF. Only one tender was received for each of these contracts, although invitations were sent to a number of contractors. The Councillors considered these tenders and the Vice Chair moved these be accepted and this was seconded by Councillor Harrison and the motion was carried unanimously.

Construction of Pathway on Old School Playing Field from Main Gate to Pond – there was some discussion on how to proceed with this work. It was agreed that if the Main Gate was reversed, so that the smaller pedestrian gate directly accessed the proposed pathway, this would remove the need for a concrete pad. The Clerk was asked to obtain a total quote from Treeative Services for the construction of the pathway, repositioning of gate and provision of a turning area for wheelchairs by the pond.

**Action:** Clerk to ask for updated quote for pond pathway and gate reversal in OSPF.

The matter of securing the gate in the fencing around the new pond on OSPF was raised, as it was not currently locked and there had been some vandalism to the swings, goal posts and nets on the playing field in the past. There was some concern that if the gate was locked, then no one would be able to get inside the fence easily in case of an emergency. Cllr Harrison suggested that formal advice should be obtained, possibly from RoSPA or the HSE. David Bracey could be consulted in the first instance.

**Action:** Clerk to obtain safety advice concerning new pond.

Max Galley of Treeative Services had cut up and removed a fallen tree across a road in the Parish on his own initiative, after the severe storm in February 2022. The Parish Council as a whole wished to give their thanks to his community spirit in taking this action.

Tree Planting Day on the 26<sup>th</sup> February 2022 for the ‘Million Trees for Norfolk’ Campaign. The Vice Chair reported on the tree planting day, which went very well, with Parish Councillors and Parishioners taking part. 4 rows of fruit trees were planted on Old School Playing Field and hedgerow trees and trees were planted in Common Road Playing Field.

Particular and invaluable support was given by Nathan Smart and his wife Keeley, together with Nathan’s friend Ian. They arrived with trailers, which allowed the easy transport of the trees from the Vice-Chair’s garden to the planting sites. The Parish Council would like to give their thanks for their assistance.

Another Parishioner, Jim, also offered to keep an eye on the plantings in Common Road Playing Field and to prune them when needed. The Parish Council would like to express their thanks for his kind offer to undertake this work.

9. **DE-FIBRILLATION TELEPHONE BOOTH:** Cllrs Harrison and Tansley inspected the booth in February 2022, Cllr Harrison highlighted that there were holes below the gravel at the back bottom of the booth through which water was still ingressing. Cllrs Harrison and Tansley suggested further applications of sealant in the holes and possible levelling of the booth floor

with a suitable compound, but this work should be done later in the spring when the weather improves and the booth dries out as much as possible. This course of action was agreed by the Councillors.

10. **FINANCE:** The Clerk presented Councillors with the current financial statement and bank reconciliation. There was a discrepancy of £81.14, possibly as a result of the late presentation of a cheque for £84 issued in previous financial year. Cllr Masters agreed to meet with the Clerk to review the accounts and identify the issue.

The following payments were submitted and approved:

	£
Clerk's February 2022 salary	192.00

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

The Clerk reported that Councillor Masters spent some 7 hours with the Clerk going over the accounts and identifying monies that were to be correctly transferred into the Parish Trust account. There was some discussion on the way in which to proceed and it was decided to defer this matter to the next meeting. The Vice-Chair proposed that a vote of thanks be made in appreciation for Cllr Masters work in clarifying the accounting situation, this was seconded by Cllr Tansley and carried unanimously.

The Vice-Chair reported that she had attempted to contact Barclays again numerous times re the problems with the mandates. Barclays had replied that the wrong set of forms had been completed, yet the forms had been supplied by Barclays in response to our request. The Vice-Chair had replied and was waiting for a response, at which time a discussion could take place during a Parish Meeting on how to proceed regarding Bank Accounts.

11. **RECRUITMENT OF NEW CLERK:** The Vice-Chair reported that no enquiries regarding the post had been received to date, and that 11<sup>th</sup> March 2022 was the closing date for Applications via the NALC website. An advert may have to be inserted in the local press should the job vacancy advert with the Norfolk Association of Local Councils prove unsuccessful.
- 12.
13. **TRAINING:** There were no training matters to report.
14. **CORRESPONDENCE:** There was no correspondence to present to the Council.
15. **ANY OTHER BUSINESS:** The Chairman raised the matter of the future number of Parish Council meetings and whether they should be held every month as at present, highlighting that if meetings were held 6 times per year including the AGM, then the costs to the Parish would be lessened. Parishes larger than Aldeby were only meeting 6 times per year and do not appear to be adversely affected. If this option was chosen, it would necessitate the re-writing of the Standing Orders and more communication via email between Councillors. Cllr Harrison commented that it would be more efficient, as it can be difficult to balance meetings against existing workloads; a nearly 50% reduction would be less strain on Councillors – this could be trialled for a year. Cllr Tansley said that planning matters could be dealt with via email and discussed and resolutions made during actual meetings; WhatsApp groups could be set up to deal with urgent matters. The general consensus was to defer this decision to the next meeting.

**There being no further business, the Chairman closed the meeting at 09.23 pm**

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