



Parish Council Meeting minutes

For 11th March 2024,

7.00pm, Dickleburgh & Rushall Village Centre

PRESENT: Cllrs. Andrew Goodman (Chair), David Leyersman, Stephen Adlam, Sam Johnson, Jim Kerr, Pam Reekie and Robert Theobald.

IN ATTENDANCE: Ann Baker (Clerk)
Matthew Hill (Responsible Finance Officer)

MEMBERS OF THE PUBLIC: Co. Cllr. C. Rowett, Dist. Cllr. C. Hudson, Dist. Cllr. D. Thompson

143. ACCEPTANCE OF APOLOGIES - Cllr. L. Bragg - accepted

144. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED – Cllr. R. Theobald item 148b grant applications

145. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION , COUNTY AND DISTRICT COUNCILLORS - **Dist. Cllr. C. Hudson** - reported that he and the Chair had made a representation at the Council Planning Development Management meeting, the outcome was disappointing – the retrospective application was approved with conditions. The District Council approved an increase of £5.00 for Band D houses as of 1st April. This will help support the Household Support Fund, a flood/ditch officer for a further year, along with monies for the Community Action Fund and the Help Hub. The Big South Norfolk Litter Pick will take place from the 1st March – 31st May. Play Street grants of up to £75.00 have been offered – which are neighbour-led, short road closures creating safe space for children to play freely on their door step. The Police & Crime Commissioner’s election will be held on Thurs. 2nd May, applications are available from 27th March and 5th April, proof of voter ID will be necessary for those attending the poll. At the recent Business Awards the Pub of the Year was won by a SN pub. Further details and links can be found on the paper copy of Dist. Cllr. Hudson’s report.

Co. Cllr. C. Rowett - reported on the County Council’s budget proposals, there is shortfall, risking even the basic level of statutory services. Various proposals were submitted which were turned down. The Minimum Income Guarantee subsidising the cost of care – the County Council are consulting to save money which will have considerable impact on the most vulnerable. County Councillors proposed the purchase of land for stations at Long Stratton and near Cringleford – the suggestion was that by purchasing the land now, it would enable strategic planning and enable the County Council to create a revenue from the land until such times as necessary. County farming, was suggested as an example. The suggestions was rejected by the majority group. Further detailed information can be found in the paper report from Co. Cllr. C. Rowett. Co. Cllr. C. Rowett shared the flooding leaflet from the Environment Agency, a Client Hardship service flier, Community Ownership Fund, Pharmacy Firs, Dentistry, an extension to funding for the Platinum Jubilee Village Hall fund, 18 -24 March - Food Waste Week, free entry to Norfolk Museums during National Lottery week.

The results from Road Safety Scheme were disappointing – by working with Highways it is hoped to find solutions for other villages, along with a motion to reduce speed limits where requested in villages – this is a cross party working group.

Regarding Furze Green – Co. Cllr. C. Rowett has written to Co. Cllr. M. Wilby, she is waiting for a reply from A. Mayo (highways Engineer) to see if signage could be put in place and possibly paint on roads, gateway signage, chevrons, with support from the nearby Parish Councils.

Poppy Grove - instruction has gone to the developer – Hopkins Homes, along with the suggestion to move the 20mph speed signage out onto Harvey Lane and reduce the number of signs. Further details in item 151 b. A question was raised as to how the County Council views rural villages signposting. Are these urban signs, which are larger and more suited to large housing estates, being used in villages? At County do they have an understanding of what rurality means? Co. Cllr. C. Rowett accepted this was a concern.

Bus services - Clerk to liaise with the Chair, Co. Cllr. C. Rowett and Daniel Yellop (Norfolk County Council) to agree a date to meet to try to come to an agreement that accommodates and meets the needs of the parishioners. The Pulham Market Surgery have expressed their support for a suitable scheme.

Floods – 62.5 mm of rain fell in the locality, both the District and County Councils are involved in various projects to assist in alleviating the issue of flooding this causes.

Dist. Cllr. D. Thompson - the report delivered by Dist. Cllr. C. Hudson covered the main points of budget, Play Street grants. At SNBC John Fuller has been honoured with a peerage and is stepping down as Council leader, the Conservative group will now select a new leader in the coming months.

Flooding on Dickleburgh Moor – there are on-going conversations with local residents and the Water Management Alliance to confirm an on-site meeting.

Poppy Grove - the developer, Hopkins Homes has been requested to change the signage – reducing to one smaller sign reflecting the rural nature of the road, sited in a more appropriate, less dominating position.

The Chair thanked the Councillors for their reports and attendance.

The meeting resumed at 7.35pm

146. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 12TH FEBRUARY 2024

The minutes of the meeting were accepted as a true and accurate record. It was resolved to approve them, proposed Cllr. S. Adlam, seconded Cllr. P. Reekie, approved unanimously.

147. MATTERS ARISING FROM THE MINUTES OF 12TH FEBRUARY 2024, FOR INFORMATION PURPOSES ONLY:

- a. **Bench at Langmere** – The fixing kit for the bench, along with the ‘Woodland Walk’ plaques have arrived.
- b. **Bus service to Pulham Market surgery** - as indicated in item 145 the Clerk will liaise to arrange a date for the meeting.
- c. **Norton updates** - the passwords sent by the Clerk seem to be incorrect - Cllr. S. Adlam will see if 121 Computers can assist.

148. THE MONTHLY FINANCIAL REPORT FROM THE RFO, including notification of payments made over the last month:

a. **Payments & receipts** – a list of payments and receipts, along with comments had been circulated to all Councillors. Income was as expected. Expenditure included two subscriptions, signage on the bench at Langmere Green, 121 Computers, and the usual monthly payments. Any unused grant money for the Neighbourhood Plan the residual monies will have to be returned to Locality/Groundworks UK (the grant provider) by 31st March 2024, the end of the Financial Year. There is a contingency fund within some of the budget figures for the next financial year to bridge any fees which may be incurred before applying for a new grant from Locality.

It was resolved to accept the ‘Payments and Receipts’ and ‘the year to date’ spreadsheet - proposed by Cllr. R. Theobald, seconded Cllr. P. Reekie, all approved

b. **Grant applications:** (i) **Rushall PCC** – £680.00, this is for maintenance of the Churchyard, it was resolved to approve this amount in full, proposed Cllr. D. Leyserman, seconded Cllr. J. Kerr, all agreed

DRPC have the power of General Competence to offer this grant

c. **Cost of projector** - the Clerk had circulated the information regarding a projector that would be suitable for the Parish Council needs following discussions with Richer Sounds, Norwich. The cost of the projector is £909.00 including VAT and delivery, with a cashback offer of £150.00

after the purchase from Epson which the Clerk will arrange to apply for. It was resolved to approve this purchase which matched the specifications of the Parish Council, proposed Cllr. J. Kerr, seconded Cllr. D. Leyserman, all agreed, this would be an asset for future use.

- d. Dog bin for Burston Rd.** - a request for a dog bin, sited at the A140 end of Burston Road has been received. This is a popular route of dog walkers, Glasdon's costs supplied £138.83. It was resolved to approve this purchase, proposed Cllr. R. Theobald, seconded Cllr. J. Kerr, approved by all.
- e. Role of PC in applying for grants, as guarantor** - this has arisen, primarily via connection between the Parish Council (PC) and Village Centre (VC). Originally the VC was set up as a Charity, as there is a wider scope for grant funding (the PC as a Local Authority is funded by precept monies). Separate meetings happen, a lease was drawn up, this expired and a new lease created in 2014 for thirty five years. With the need for refurbishments, it was necessary to apply for grants and assistance was sought from Action with Communities in Rural England (ACRE) and Community Action Norfolk (CAN). When the present lease was read, the wording had changed from the original lease and the Parish Council is the Corporate Trustee of the Village Centre and therefore sole trustees. It will be necessary to consider the best way forward, as there are a number of legal issues which makes it not straightforward. At present the VC cannot to apply for grants, and funding from the PC is limited. Going forward, a plan is required detailing the work required on the VC and funding in place to support this. The question of the PC/VC ownership, trustees, and lease issue needs to be resolved to reflect what the VC Management Committee require to continue acting on behalf of the PC. It was resolved to pursue an answer to the lease, via CAN - for them to make recommendations to continue to talk with CAN with options and recommendations as to the way forward once the PC and VC have outlined what they require which can then be presented to the PC and VC. ACTION - Clerk to continue to talk with Tonya Winsley from CAN, with options & recommendations as to way forward. The motion was proposed by Cllr. R. Theobald, seconded Cllr. J. Kerr, everyone in agreement

149. Neighbourhood Planning (NP) - a meeting had been held with members of the NP team and Rachel Leggett, the Consultant. Reg. 14 was successfully completed, the responses were overwhelmingly positive, from statutory bodies and the general public. There were suggestions on improving the policies and these will be looked at. Various pie-charts generated information for each policy area. All information has been handed to the Consultant, to prepare the policies in relation to the responses; the paper presented will be submitted to the Parish News with a reminder to residents to email their views and vistas which they would like to see protected

150. Planning Applications as received from South Norfolk Council:

- a. Planning Application 2024/0565 & 2024/0566 Alandale, The Street, Dickleburgh** – all agreed
- b. Receipt of Consultee reports of Planning Decision made by SNC:**
- (i) Planning Application 2023/3449 4 Thatched Cottages** – principal objection from the PC, was the lack of opportunity to voice an opinion and therefore influence the earlier outcomes. The objections was also relying on evidence from the residents who did not attend. The recommendations from the officers was that it should be approved; conditions were imposed – the roof windows are to be obscured with minimal opening.

The question was asked - as to whether a complaint against Planning can be made as what was applied for and what was built were not alike, why with such concerns expressed these were totally disregarded? Clerk to contact Planning

151. HIGHWAYS AND PROW REPORTS:

- a. Re-surfacing of Limmer Avenue, Dickleburgh** - NCC has contacted the Council to inform them of footway reconstruction works involving the re-surfacing of the footway and replacement

kerbs, commencing on 7th March for five weeks. Residents have received notification, the contractors have sited their works vehicle, machines etc. on the edge of the VC car park

b. Poppy Grove, Dickleburgh - 20mph speed limits signage - residents have complained about the size and siting of these signs. Co. Cllr. C. Rowett referenced this matter in her report, in liaising with NCC, it was agreed to go back to the developers (Hopkins Homes), requesting that there is a single, smaller roundel. Cllr. A. Goodman spoke with NCC regarding 'how NCC deal with rurality – how road signage in a rural development should not have an urban appearance.

PRoW

c. Lonely Road bridleway - As yet there has been no change – Clerk to send a copy of an email previously sent to the landowners requesting clearance, by letter to both the landowner and a letter to the landowners, along with a copy to be sent to Frances Salway – NCC PROW Officer for the area.

152. PLAYING FIELD REPORT:

a. Receipt of play inspection weekly reports – this will continue to be carried out by Matt Hill, until the new Caretaker is au fait with the system.

b. BMX track - (i) Excite Solutions Ltd. have already quoted to cut the grass and weeds and apply weed killer to the track and remove any rubbish from the site, this work will be carried out before the end of March. **ACTION** - Clerk to contact Excite Solutions to remind them and request an invoice immediately

c. Hedge cutting - Cllr. S. Adlam was thanked for trimming the hedge along the side of the school as far as the entrance to Millers Drive.

The bi-annual cut of the hedging will happen in September when both hedges will be cut before returning to the two year cycle. It was proposed that both hedges be cut by Excite in September time & thereafter bi-annually.

d. Grounds maintenance - members of the PC are meeting with Hadleigh Drake to discuss the job description, give a rough estimate of hours, day etc. Clerk to contact Burston & Shimpling PC for sight of their contract with Hadleigh Drake.

153. FRIENDS OF DICKLEBURGH SCHOOL (FODs) REQUEST FOR A CLOTHES BIN ON THE VILLAGE CENTRE SITE -

several concerns were raised - accessibility for public, the collection company, emergency vehicles etc; the possibility of the surrounding area becoming unsightly and the responsibility for keeping the area tidy. The area where the Biffa bins, glass recycling bins are – the emergency exit could become blocked, access to the playing field through the gates needs to be available; the verges between the school and VC are quite constricted. Other possible areas also may have similar issues. A suggestion was made that the bank might be sited at the Recycling Site off Rectory Road (this is owned by South Norfolk & Broadland Council) instead. **ACTION** - the Clerk to contact FODs suggesting they speak with SNBC to see if their site may be more suitable regarding all points mentioned.

154. RECENT CONCERNS REGARDING WET WEATHER/FLOODING -

A Rushall resident is prepared to contact the local landowners, co-ordinate/arrange a meeting; The resident has photos of flooding from the last occasion, he has spoken with SNBCouncil, the IDB, and worked with a number of the farmers/landowners; his knowledge of where flooding has/is occurs, providing that the PC is informed of developments. Records would be necessary, it would need to be clear that he is isn't speaking on behalf of PC – Matt Hill offered to liaise and will report back to the April meeting. It was agreed that the Clerk will open a spread sheet and record all flooding that occurs within the parish so there is an ongoing record that can be referred to as required.

Another result of the flooding has been the creation of additional potholes;

Drains – Matt Hill contacted NCC via email to report the blockages. He received a response saying the drains could not be located! He then phoned NCC and a new visit was made and the promise made to clear them by the end of March. He has diarised to check and follow up as required

Hedge on Rectory Road - the tenant landowner has allowed the hedge to grow out and the grass verge has enlarged making it difficult for residents to use the path safely.

155. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- **Cllr. P. Reekie** – mentioned that there had been a number of internet spam emails from Cllr. A. Goodman, which have all been reported. This was confirmed by other councillors who have also received spam emails purporting to be from the Chair asking for items to be purchased.
- **Cllr. S. Johnson** - asked Cllr. S. Adlam to look at alternative software for councillors laptops rather than the Microsoft software; agenda item for April
- **Cllr. D. Leyserman** - Quiet Lane sign post down on Langmere Road – Clerk was aware, Cllrs. D. Leyserman/Cllr. A. Goodman to liaise
- **Cllr. S. Adlam** - raised clear marking at the entrance of car park, at present there is no definition, it would also help safety for a pathway to be marked from car park down to the school - agenda item April
- **Cllr. R. Theobald** - raised the matter of the pothole outside The Little Chippy, Kevin Ward has sent a quote for £400.00, as the weather has become drier it was agreed that he work be carried out before the end of the month if possible; and invoiced immediately so it is paid from this year’s budget.
- **Matt Hill** - mentioned the email received from a resident regarding several issues that have been discussed at the meeting. The Clerk has responded to the email explaining the position on each item mentioned. Litter pick date - agenda item for April
- **Cllr. A. Goodman** – the Town Land Trust will meet on the 24th March – the Chair will offer the VC Meeting Room - these need to be open meetings for members of the group, with a neutral venue rather than conversation via phone calls, there will be a need to re-apply for charitable status. Agenda item for April

156. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON - MONDAY 8TH APRIL 2024, AT 7.00PM, DICKLEBURGH & RUSHALL VILLAGE CENTRE

AGENDA ITEMS - end of year audits, computer security, GDPR - data access/contract, car park definition, litter pick

The Chair thanked all Councillors for their attendance and contributions,

The meeting closed at 10. 27pm

SIGNED

DATE

