

NARBOROUGH PARISH COUNCIL

**Minutes of the Annual Parish Meeting held Monday, 10th May 2021 at 7.00pm in the Main Hall,
Community Centre, Chalk Lane**

Present:	Chairman	Cllr D Williams
	Vice Chairman	Cllr P Wilkinson
	Councillors	Cllr J Bentley (arrived during Item AP5/21)
		Cllr S Davey
		Cllr R Hayes
	County Councillor	Cllr E Colman
	District Councillor	Cllr P Wilkinson (also Parish Council Vice Chairman)
	Parish Clerk	Mrs S Porter
	Speakers	Mr D Burcell – Sport and Play For All
		Mr P Wilkinson – Community Centre (also Parish Council Vice Chairman)
	Member(s) of Public	3

AP1/21 Apologies for absence

The Chairman, Cllr Williams, welcomed the speakers and members of public to the meeting.

Apologies for absence had been received from Reverend Canon Stuart Nairn.

The Chairman, Cllr Williams, reported that Cllr Bentley would be late to the meeting due to work commitments.

Councillors introduced themselves to the public, and the Chairman, Cllr Williams, welcomed the new Clerk, Mrs S Porter, to the Council.

AP2/21 Approval of the minutes of the Annual Parish Meeting held on Monday, 1st April 2019

Proposed – Chairman, Cllr Williams

Seconded – Vice Chairman, Cllr Wilkinson

That the minutes of the Annual Parish Meeting held on Monday, 1st April 2019 are approved and signed as a true and accurate record.

All in favour

The Chairman, Cllr Williams, duly signed and dated the minutes of the meeting.
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AP3/21 Matters relating to the Annual Parish Meeting held on Monday, 1st April 2019

The Chairman, Cllr Williams, reported that due to Covid-19, the bid for the Sport and Play For All grant had progressed very slowly and was still not fully concluded.

AP4/21 Chairman's Welcome

The Chairman, Cllr Williams, read his 2019/2021 report as follows:

"Good evening everyone.

"I would like to welcome Sara Porter, our new Clerk for Narborough Parish Council.

"As I address the meeting with my Chairman's update, we cancelled the 2020 Annual Meeting due to Covid. So, this is an intersect of both years. Planning in one year and conclusion in the next.

Chairman Signed Dated

"I took on the post from Cllr John Collins in May 2020, two months after the lockdown started; we have been through a lot during this time. I would like to thank Cllr Collins for the work he carried out on the Council.

"In addition to this, I would to publicly thank Mr D Burchell, who retired from the post of Clerk in June 2020, after having served twenty years with the Parish Council.

"I can say with great honesty that I am proud of what Narborough Parish Council has achieved when asked to step up to the mark and taken on each task with great diligence and fortitude.

"We have been through road closures, planning applications, pavement alterations, digital meetings, digital interviewing, supporting the Sport and Play for All Committee, and I thank them for their help. We have had to recruit not one but four clerks, and are now on our last for the foreseeable future. But our wisest move was to accept Councillor Hayes into our fold.

"Also, we have changed banks, implemented a new financial account system with Cllr Hayes' help.

"I have found it difficult at times, yet we have achieved it all whilst the pandemic has been placing everyone in lockdown. Closing schools, the Community Centre, pubs and clubs within the village.

"I am so proud of the Councillors and Clerks who all contributed to Narborough Parish Council navigating its way through all the adversity.

"We had flooding in December 2020 which breached the banks of the Nar and thankfully has been addressed. We have recently updated 19 of 24 policies and ensured these were placed on the website so residents could see we were doing our due diligence.

"We have, through our support, been successful in having an appeal dismissed on one application and refused on another outside the village envelope which shows how well we are representing residents when they object to applications.

"We have also now completed the last element of the Sport and Play For All Committee's recommendations. With the football club having the football pitch resurfaced with support to the overall cost from the Parish Council when match funding was no longer available.

"The Council has adopted a litter picking policy and raised risk assessment. When it is known the outcome of the investigation by Breckland District Council, we will be ready to provide the equipment and advise.

"In the coming 12 months we will have further projects that we wish to apply for and assist the Community Centre with as the holding trustees. We will endeavour to keep the standard of the village high, hold Highways Engineers to account and challenge our District and County representatives in the interests of Narborough as a Parish a local service centre. But as we see light at the end of the tunnel with a hug, I thank you all for your support and that we all remain safe."

AP5/21 Annual Village Organisations' Reports from Representatives present at the meeting

AP5.1/21 Sport and Play For All

Mr Burchell, Chairman, read a report on behalf of the Sport and Play For All Advisory Group (Appendix 1).

The Chairman, Cllr Williams, thanked the Advisory Group for the improved amenities they had helped to achieve for the Cricket and Football Clubs and for the play equipment they had provided.

AP5.2/21 Narborough Community Centre

Mr Wilkinson, Chairman, read a report on behalf of the Narborough Community Centre Management Committee (Appendix 2).

Chairman Signed Dated

Cllr Bentley arrived at the meeting at 7.17pm.

The Chairman, Cllr Williams, thanked the Vice Chairman, Cllr Wilkinson, for his help in obtaining S106 funding for sports and play facilities at the Community Centre.

The Chairman, Cllr Williams, reported that the Community Centre Management Committee had generously written off nearly £5,000 for outstanding debts incurred by the Sports and Social Club, but regrettably this had not been acknowledged by them. The Vice Chairman, Cllr Wilkinson, also felt disappointed that appreciation had not been extended by the Sports and Social Club for his assistance in obtaining £12,500 in funding grants for Covid business disruption. These matters were noted.

AP6/21 Annual Village Organisations' Reports from Representatives not present at the meeting

AP6.1/21 Narborough Line Dance Group

In the absence of a speaker, the Chairman, Cllr Williams, read a report submitted by the Narborough Line Dance Club Tutor (Appendix 3).

AP6.2/21 Narborough Museum Group

In the absence of a speaker, the Clerk read a report submitted by the Narborough Museum Group Chairman (Appendix 4).

AP6.3/21 Narborough Petanque Club

In the absence of a speaker, the Chairman, Cllr Williams, read a report submitted by the Narborough Petanque Club (Appendix 5).

AP6.4/21 Narborough Sports and Social Club

In the absence of a speaker, the Chairman, Cllr Williams, read a report submitted by the Narborough Sports and Social Club Secretary (Appendix 6).

AP7/21 Questions from the Floor

One member of public wished to raise concerns regarding the proposed planning application at 45 Eastfields for a single storey front and rear extension. The Chairman, Cllr Williams, reported that this was an item on the agenda for the upcoming Ordinary Council meeting.

A further member of public reported that the tracks along the Nar Valley Way had been flooded and were in a terrible state. The Chairman, Cllr Williams, confirmed that the Parish Council would assist where possible in helping to re-establish the tracks to a suitable state. Cllr Hayes confirmed that he would be happy to get involved and help with any future projects regarding pathways.

County Cllr Coleman, who had successfully been re-elected at the Elections on Thursday, 7th May 2021, reported that Norfolk County Council was grateful for the backing Town and Parish Councils had given during the past eighteen months, ensuring critical information and support had been delivered to residents throughout the pandemic. He confirmed that he looked forward to working with this Council for a further four years.

The Vice Chairman, Cllr Wilkinson, wished to note his pleasure in being Vice Chairman of this Council for the past year and privileged to be a Borough Cllr for Breckland District Council.

Cllr Hayes reported that it was a pleasure to have served this Council for the past six months and he looked forward to the future with this Council.

The Chairman thanked everyone for attending and closed the meeting at 7.31pm.

Chairman Signed Dated

**Narborough Sport and Play For All
Annual Parish Meeting Report May 2021**

Due to the Covid-19 pandemic the group has not met during the past eighteen months. However, I will take this opportunity to update the meeting with progress to date. Following the unexpected availability of additional S106 monies in 2018, the group recommended an application for funding for the provision of a cableway and wheelchair friendly roundabout. Following consultation with the local community, the Parish Council supported applications from the Cricket Club and the Football Club for the provision of an electronic score board, and resurfacing of the football pitch respectively. The Sport & Play For All Advisory Group supported this plan, but due to the reduced availability of funds, had to then recommend only one of the proposed schemes. It was decided that the more appropriate and beneficial scheme would be the provision of the cableway, which was eventually installed following lockdown one; this and the other two schemes has used up all the available S106 monies available at present.

The group understands that further funding may be available if, and when, the second Chalk Lane development takes place. The group would be willing to once again take on the task of identifying schemes for the Parish Council, although as regards to play equipment, space may become an issue. The group understands that it has been proposed to use any future S106 monies to improve the facilities at the Community Centre; a proposal to which would be given full support, as such a scheme would be of benefit to the whole community.

As the Parish Council will be aware, I have stood down from my involvement in my other interests in the village, and I will be doing the same with Sport and Play For All. I would like to thank my fellow members of the Advisory Group for their hard work and enthusiasm over the past few years and wish the group all the best should they be asked to give the Council recommendations in the future.

David Burchell
Chairman, Sport & Play For All Advisory Group

**Narborough Community Centre
Annual Parish Meeting Report May 2021**

Covid-19 has decimated the Hall business with a minimum of income for the past 18 months. The Hall received Government grants through Breckland District Council, which was very welcome, and helped keep the caretaker and cleaner in employment. Andrew and Mel continued with the maintenance and decorated and carried out a full refurbishment of the Hall floor, saving a great deal of money. At the same time, they followed Covid Government guidelines and kept the Hall compliant and safe for the public's return. I would like to record my thanks to Andrew and Mel.

I, with help from friends and neighbours, who I wish to thank publicly, kept the outdoor space of the Hall maintained, which included car park maintenance removal of a dangerous bench and fittings, and with the help of Mr Ian Hindle, a memorial bench was made in memory of Ms Rita Hennessey, a great supporter of the Community Centre. The Hall invested in benches using the hardwood from a disused kick wall, tree management was carried out on the north side of the Hall playing field and trees were removed for public safety.

If the Government roadway date for ceasing full lockdown continues, the Hall can welcome back its hirers and village clubs from Monday, 17th May 2021, as agreed by the Management Committee. Village clubs will be given a hirer fee break for one month, and a three-month break for the reopening of the Sports and Social Club.

I would like to thank Mr David Williams, Ms Sarah Childley and Mr Colin Mowles for supporting me as Chairman through the unprecedented time we have all lived through.

Moving forward, the Management Committee will be looking to put on future social events for the residents of Narborough.

Peter Wilkinson, Cllr
Chairman, Narborough Community Centre

**Narborough Line Dancing
Annual Parish Meeting Report May 2021**

The Line Dance Group has now been active for nineteen years. The Tuesday classes have nine ladies and Thursdays have sixteen, one of whom is male. Members come from Swaffham, Fransham, Sporle, Scarning and Pentney.

The group is hoping to get back together again soon and I hope it will keep going in the future.

Judy McClelland
Tutor, Narborough Line Dance Group

**Narborough Museum Group
Annual Parish Meeting Report May 2021**

The Narborough Museum Group is part of the Narborough History Society which was formed in 1991. For 10 years the museum was based in the old Methodist Chapel, but had to vacate the building in 2016.

This year, after a number of false starts, the Museum has new premises at Meadoway, Pentney Road, Narborough. The driveway entrance is opposite the old railway station.

A Heritage Lottery grant, and match funding from Breckland District Council, has enabled the group to progress with the project, and the incredible generosity of a number of local people who have given their time, materials, financial support and encouragement means that the group should be in a position to open the Museum officially later this year, subject to any Covid restrictions.

In the meantime, individuals or family groups are welcome to visit the Museum on a Thursday to see how it is getting on. There is a car parking area. Exhibits include the Pentney Mammoths collection, model village, railway memorabilia, Narborough Aerodrome, and much more.

For more information, or for those wishing to be involved in the project, contact Mr David Turner, 07769 602601.

David Turner
Chairman, Narborough Museum Group

**Narborough Petanque Club
Annual Parish Meeting Report May 2021**

The club has twenty members, who play in the West Norfolk District Winter League, which has two divisions.

The club now has four teams; The Stingrays, Sharks 'A' and 'B' in Division 1 and a newly formed ladies team called the Seahorses in Division 2.

The League was curtailed this season due to Covid lockdown but the club managed to finish half of the fixtures.

The Stingrays have won Division 1 again (six times in succession, another league milestone).

The club runs summer sessions on Sunday mornings, weather dependent, so that club members and other interested people can participate in a competitive get together.

The annual Open competition and barbeque normally held on the first Sunday in July will not go ahead this year due to the Covid crisis.

Club membership remains at £10.00 per year and new members are very welcome.

Tom McClelland
Chairman, Narborough Petanque Club

**Narborough Sports and Social Club
Annual Parish Meeting Report May 2021**

As at March 2021, due to Covid-19, the Club has been unable to open for a total of eight months since lockdown came into force in March 2020. The Club was able to open its doors between July and October 2020. However, this was under strict and constantly changing guidelines.

The Club income has been severely affected during this period including the need to give several part time bar staff redundancies. Sadly, during the time of being open, the Club was barely able to cover costs due to limited opening hours and only one full time member of staff, who was often supported by committee members, especially during those periods where table service was enforced.

Despite this, the Club Committee has worked to try and find ways to engage with the community and provide activities. The Halloween Trail and Christmas Trail were a great success and well supported, and with nearly 80 participants, the Easter Trail was also very warmly received by village residents. The Club plans to continue these types of events for the village.

Current Government steps advise that subject to testing criteria being met, bars can open outside from 12th April 2021, indoors with table service from 17th May 2021, and fully with no restrictions from 21st June 2021.

Taking into account various factors including opening and running costs, dependency on the weather and the limited outdoor facilities at the Club, the Committee took the decision to only open once the use of indoor facilities were introduced.

Subject to restrictions being lifted as planned, the Club will reopen on Wednesday 19th May 2021 with the following opening hours:

Wednesday	5.00pm – 10.00pm
Thursday	5.00pm – 10.00pm
Friday	5.00pm – 11.00pm
Saturday	2.00pm – 11.00pm
Sunday	2.00pm – 8.00pm.

These hours can easily be managed by one full time member of staff, with support from the Committee to assist with table service (which remains in place until restrictions fully lift in June) and to provide cover for a break on Saturdays. The Community Centre side bar will not be opened until restrictions are fully lifted. These hours will be reviewed on a regular basis taking into account how quickly restrictions fully lift and income levels.

The Club was recently saddened to announce that Mr Chris Harfield, who has served members for longer than most can remember, will be leaving the Club and the process of recruiting for his replacement is underway.

Due to the uncertainty over the last year, the Committee has kept in reserve enough funds to cover the redundancy of the bar steward in case the Club had to close. The Committee is now confident in being able to reopen and will commit these funds to the reopening of the Club.

Whilst finances remain a concern, the Club has been lucky enough to receive a number of grants, and the Committee will also be looking at other sources of income going forward:

- The membership fee will increase for the next year from the 1st July 2021. Membership has been extended from 30th March to the 30th June.
- The Committee planned to launch a 100 Club in March; this will now be pushed back until the Club reopens, at which time it can be more effectively promoted and managed. 50% of income will be given back in prizes, 50% will go to supporting the Club.
- Work will be put into the income potential of future events, balanced against providing community engagement.

Chairman Signed Dated

The Club looks forward to serving the residents of Narborough village, and hopes it can rely on their support.

Tina Burdett
Club Secretary, Sports & Social Club