

NARBOROUGH PARISH COUNCIL

**Minutes of the Full Council Meeting held Monday, 1st November 2021 at 7.30pm in the Florence Green Room,
Community Centre, Chalk Lane**

Present:	Chairman	Cllr D Williams
	Vice Chairman	Cllr P Wilkinson (also District Councillor)
	Councillors	Cllr S Davey
		Cllr S Greeno (from Item 4)
		Cllr R Hayes
		Cllr H Pipe
	County Councillor	Cllr E Colman
	Parish Clerk	Mrs S Porter
	Member(s) of Public	1

1. Apologies for absence

There were no apologies for absence.

Mr J Reynolds, an applicant for the position of Councillor, had submitted his apologies to the meeting to advise that he would not be in attendance due to being in Wales. The Clerk had confirmed to him that this would not affect the decision making of his application.

2. Declarations of interest (under the Breckland Code of Conduct) and requests for dispensation

The Chairman, Cllr Williams, declared a Personal Interest in Item 14.1, Community Centre, as he was the Vice Chairman of the Community Centre Management Committee and Item 14.2, Sports & Social Club, as he was a member of the Sports & Social Club.

The Vice Chairman, Cllr Wilkinson, declared a Personal Interest in Item 13, Planning Applications, as he was the Vice Chairman of the Breckland Council Planning Committee and Item 14.1, Community Centre, as he was the Chairman of the Community Centre Management Committee.

Cllr Pipe declared a Personal Interest in Item 14.1, Community Centre, as she was a member of the Community Centre Management Committee.

The Chairman, Cllr Williams, reported that it would be advisory for Councillors who were also members of the Community Centre, to submit a dispensation request to the Clerk in order to speak on matters appertaining to the Community Centre.

The Clerk would circulate a form to the respective Councillors and upon receipt would then seek a collective dispensation for those Members from the Monitoring Officer at Breckland District Council for the dispensations to remain in force until the next ordinary election in May 2023.

3. Approval of the minutes of the Council meeting

Proposed – Cllr Hayes

Seconded – Vice Chairman, Cllr Wilkinson

That the minutes of the Council Meeting held Monday, 4th October 2021 (items 1-15 [10/2021]) 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.

The Chairman, Cllr Williams, wished to note that the former Clerk, Mr D Burchell, had raised concern that the October agenda had been incorrect whereby the Clerk had added VAT to her salary.

Chairman Signed Dated

This mistake had been raised and rectified at the October meeting, the agenda had been amended at that time and the October meeting minutes, approved at this meeting, had publicised the salary correctly.

4. Co-option of applicant(s) for the position of Councillor

Mrs Sarah Greeno and Mr Jonathan Reynolds had submitted an application for the position of Councillor and these had been circulated with the agenda.

Prior to the meeting the Clerk had circulated guidance for filling the vacancies by co-option, whereby a successful candidate must receive an absolute majority vote of those present and voting (minimum of 3 Members for this Council).

Mrs Sarah Greeno

Proposed – Chairman, Cllr Williams

Seconded – Cllr Hayes

That Mrs Sarah Greeno is co-opted as Parish Councillor to Narborough Parish Council.

All in favour

In the presence of the Council and in accordance with legislation of the Local Government Act 1972, Section 83, Mrs Greeno duly signed her Declaration of Acceptance of Office.

4.1. Dispensation

In order to participate and vote on matters at this meeting and under the provisions of the Localism Act 2011, Sections 31-33, Cllr Greeno duly signed her Dispensation Request and this was put to the Council.

Proposed – Chairman, Cllr Williams

Seconded – Vice Chairman, Cllr Wilkinson

That Cllr Greeno is granted a dispensation until the end of her term in May 2023, or resignation, whichever is the sooner, to enable her to take part in Council business where this would otherwise be prohibited because she has a Disclosable Pecuniary Interest.

All in favour

The Clerk advised Cllr Greeno that her Register of Interests form did not have to be completed at this meeting but should be returned to the Clerk within 28 days from appointment to office in order that it could then be sent to the Democratic Officer at Breckland District Council for signature and retention. The register is maintained under section 81(1) of the Local Government Act 2000.

The Chairman, Cllr Williams, noted that Cllr Greeno was also a member of the Community Centre and would need to be added to the collective dispensation request. The Clerk noted this.
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Mr Jonathan Reynolds

Mr Reynolds was not present at this meeting but had duly attended the previous Council meeting to observe proceedings.

Proposed – Cllr Davey

Seconded – Cllr Hayes

That Mr Jonathan Reynolds is co-opted as Parish Councillor to Narborough Parish Council.

For – 4

Against – 0

Abstentions – 2

Chairman Signed Dated

It was noted that Mr Reynolds was very active on social media and whilst his comments did not appear to be obstreperous, Councillors felt that he should be reminded of his obligations as an elected Member of the Parish Council. The Clerk would ensure he was made aware of the protocol.

In accordance with legislation of the Local Government Act 1972, Section 83, Mr Reynolds would remain unelected until he had duly signed his Declaration of Acceptance of Office at the following meeting. The Clerk would ensure this was signed at the next meeting and add the request for his dispensation (Localism Act 2011, Sections 31-33) to the agenda for approval.

5. Chairman’s announcements and matters for consideration

The Chairman, Cllr Williams, reported that Remembrance Sunday was being held on Sunday, 14th November 2021 and he would be laying the wreaths at both memorial sites.

The Chairman, Cllr Williams, reported that Revd Canon Stuart Nairn had purchased two wreaths from the Castle Acre branch; the Clerk was asked to cancel the two wreaths she had ordered from the Downham Market branch.

The Chairman, Cllr Williams, reported that Mrs Susan Nairn, wife of Revd Canon Stuart Nairn, had contacted him to advise that the Clerk had incorrectly minuted in the meeting of Monday, 6th September 2021 under Public Participation, his annual salary to be £65,000, but this was not the case. This figure was an accumulative sum of the whole package, not just his salary.

As the minutes had already been formally approved by the Council at the October meeting, this error was noted.

6. Councillors’ Responsibilities

In light of a recent Councillor resignation and co-option of new Members, the responsibilities for the Council were reviewed and agreed as follows:

PARISH COUNCILLOR RESPONSIBILITIES 2021

Bid Writing	Remove (project task groups to be set up as and when required)
Emergency Planning	Add Cllr Reynolds (once Declaration of Office signed) Cllr Williams
Finance	Cllr Hayes Add Cllr Pipe
Footpaths	Cllr Davey
Human Resources Liaison	Cllr Davey
Human Resources Working Party	Cllr Davey Add Cllr Greeno Cllr Williams
Planning Applications Working Party	Cllr Davey Cllr Hayes Cllr Wilkinson

OUTSIDE BODIES REPRESENTATION

Community Centre	Remove Cllr Hayes Add Cllr Wilkinson
Iceni Partnership	Cllr Williams
Parochial Church Council	Vacant
Planning Appeals	Cllr Wilkinson
Sports & Social Club	Cllr Williams
Swaffham SNAP	Cllr Wilkinson

OTHER COUNCIL DUTIES

Financial Governance	Parish Clerk & Responsible Financial Officer Add Cllr Hayes
Nar Valley News	Remove Parish Clerk Add Cllr Hayes
Independent Internal Auditor	Mrs Susan Nairn

The Chairman, Cllr Williams, would place a copy of the revised responsibilities on the noticeboards once Mr Reynolds had signed his Declaration of Office and the Clerk would add them to the website.

The Chairman, Cllr Williams, noted that the Emergency Planning policy was outdated and needed to be updated in conjunction with the Breckland District Council. The Vice Chairman, Cllr Wilkinson, confirmed that he had a copy of the current policy and would forward this to the Chairman, Cllr Williams.

PUBLIC OPEN FORUM

The Chairman, Cllr Williams, adjourned the meeting at 8.14pm.

County Cllr Ed Colman

County Cllr Colman reported the following:

Council Tax

Norfolk County Council would shortly be discussing budget proposals for 2022/2023 to identify new cost pressures and opportunities for savings, following Government funding announcements.

Bus Services

A £106m bid to the Government had been made to improve bus services in Norfolk and help simplify ticketing and journey information, cut fares for under 25s, bring in cleaner and greener buses, improve accessibility and bus stops, and introduce better and more frequent links between the places people live, work and shop.

European Social Fund

The £4.9m European Social Fund Chances project had helped 300 participants to get back into work and support people that had found it difficult to work due to health issues. This fund would be winding down in the coming year.

Climate Progress

In conjunction with the Climate Change Conference (COP26), a review of the county's progress had been undertaken from when the Climate Emergency declaration by Norfolk County Council was made in 2018/2019. Since then, the use of lease cars had been reduced by 65% by the County Council, carbon emissions in its Council buildings were down by 20%, 22,000 street lights had been converted to LED saving 12,500 tonnes of CO2 emissions, with a further 15,000 street light conversions planned, and 51,000 additional trees had been planted. The Cabinet would be discussing its climate emergency at a Cabinet meeting in November 2021.

A47 Dual It Campaign

The slow progress of National Highways, in regards to the £300M Government funding for the dualling of the A47, was becoming very frustrating for the County Council. Discussions were ongoing.

The Vice Chairman, Cllr Wilkinson, noted that the requests made by the Parish Council and Norfolk County Council had not been fulfilled by the proprietors of Narborough Hall to trim the green area adjacent to their property.

County Cllr Colman requested that the Clerk contact the Highways Engineer, Mr J Griffiths, for an update on this matter.

County Cllr Colman left the meeting at 8.20pm.

District Cllr Peter Wilkinson

District Cllr Wilkinson reported the following:

Council Tax Reduction Scheme

Breckland District Council had opened a public consultation asking for residents' views on proposed changes to the Council Tax Reduction Scheme. The proposals would change the threshold for how much capital a customer can have and still be entitled to a Council Tax reduction, the impact that living with non-dependent friends or family members has on the Council Tax reduction, the linked application processes for Universal Credit and the way in which earnings are taken into account.

The Inspiring Communities project

This project, which had initially been set up to improve the wellbeing and mental health of lives affected by domestic abuse, mental health, social isolation and loneliness, would be re-established in 2022. Details would follow.

Queen Elizabeth Hospital

A bid to replace the Queen Elizabeth Hospital had been submitted to the Health Secretary, Sajid Javid MP. £20M of emergency Government funding had been pledged to support the repairs required to the current building. Units would be relocated during the construction works.

Public Participation

The member of public (former Clerk) advised that he was storing a large amount of Council documents at his home, including a full filing cabinet, which he would be willing to donate to the Council. A short discussion took place and it was agreed that the documents could be stored at the Community Centre.

The Chairman, Cllr Williams, agreed to collect the documents from the former Clerk and file them in the Community Centre.

The Chairman, Cllr Williams, resumed the meeting at 8.26pm.

7. Finance report

7.1. Financial report

Prior to the meeting, Cllr Hayes had circulated the accounting reports for payments, receipts, earmarked reserves and the current bank balances dated to 30th October 2021. The bank balances were as follows:

	Current Account	Savings Account
Council Closing Balances	2,626.47	28,658.19
Council Total Closing Balances		31,284.66

Cllr Hayes reported that the second quarter Internal Audit had been completed by the Internal Auditor with no advisory comments made. The Auditor had made a suggestion that the Council's earmarked reserves be itemised more specifically and this had subsequently been carried out.

7.2. Keep Britain Tidy dog fouling signs and stickers

The Clerk had circulated details of the Keep Britain Tidy campaign to reduce dog fouling prior to the agenda. They were offering A3 glow in the dark signs at a cost of £25.00 + £5.00 VAT (total £30.00) each (minimum order 5) and A4 bin stickers at £6.00 + £1.20 VAT (total £7.20) each (available only when the A3 signs are ordered).

The Clerk confirmed that Watlington Parish Council had already agreed to purchase 5 correx signs and 5 bin stickers, and that this Council did not have to order the minimum amount as she would collate both orders.

A short discussion took place regarding the continual problem of owners not picking up their dog fouling. The Clerk confirmed that the Keep Britain Tidy video had shown the signs to be 80% effective to dog walkers. Councillors felt that it would be worthwhile purchasing 3 correx signs for displaying in the village due to the amount of complaints received by residents regarding this problem.

Proposed – Chairman, Cllr Williams

Seconded – Cllr Hayes

That the Council purchases 3 correx glow in the dark signs at a cost of £75.00 + £15.00 VAT (total £90.00).

All in favour

The locations of the A3 signs would be finalised when they had been received.

The Clerk would order the signs from Keep Britain Tidy.

7.3. Comm-Tech Voice & Data Horizon App

The Clerk reported that since her employment had commenced, the Horizon app (Council telephone number) had not worked properly and she had spent a considerable amount of time during the past few months trying to get it rectified. The Clerk confirmed that she had an iPhone 8+.

A lengthy discussion took place. The Chairman, Cllr Williams, reported that this app had been hit and miss for the past few Clerks and himself when he had managed the phone line for a while. Various suggestions were made to resolve this issue (new mobile phone, call forwarding, additional phone line in the Community Centre). Councillors speculated if the app might only be suitable for android phones.

The Clerk would contact Horizon to investigate whether the app would function properly if it was downloaded onto an android phone. If the answer was yes, the Council could consider purchasing a new mobile phone.

In addition to this, the Chairman, Cllr Williams, agreed to contact Anglia Computer Solutions to investigate whether an additional phone line could be installed in the Community Centre. If it could, the number could be set up to forward calls to the Clerk's mobile.

Reports would be presented at the next Council meeting for consideration.

7.4. Information Commissioner's Office Data Protection Fee

The Clerk reported that she had set up a direct debit for the annual Data Protection fee as this reduced the cost by £5.00.

Proposed – Chairman, Cllr Williams

Seconded – Cllr Hayes

That the Council approves the setting up of a direct debit for the annual Data Protection fee to the Information Commissioner's Office.

All in favour

7.5. Approval of pre-authorised payments, receipts and pending disbursements

The Clerk had circulated the payments and receipts made since the last meeting and presented the late bills to the meeting:

Date	Payee	Description	Transaction	Net £	VAT £	Gross £	Receipt £
06.10.2021	Anglia Computer Solutions	Microsoft 365 Rent	DD	9.40	1.88	11.28	0.00
11.10.2021	Community Centre	Room Hire 04.10.2021	SO	20.00	0.00	20.00	0.00
12.10.2021	E-On	Street Lighting September	DD	203.12	10.16	213.28	0.00
21.10.2021	Comm-Tech Voice Data Ltd	Horizon Phone Rent	DD	13.06	2.61	15.67	0.00

Chairman Signed Dated

25.10.2021	HS Jackson & Son Ltd	Fencing project (materials)	DD	2,477.30	495.46	2,972.76	0.00
To be paid	CGM	Churchyards Litter & Cut	BACS	152.25	30.45	182.70	0.00
To be paid	Royal Images	Op London Bridge Photo	BACS	37.00	7.40	44.40	0.00
To be paid	Clerk	Clerk Expenses Oct	BACS	21.25	0.00	21.25	0.00
To be paid	Clerk	Salary Oct	BACS	315.21	0.00	315.21	0.00
To be paid	HMRC	PAYE/NI Contributions Oct	BACS	78.60	0.00	78.60	0.00
Totals this month				3,327.19	547.96	3,875.15	0.00

Proposed – Chairman, Cllr Williams

Seconded – Vice Chairman, Cllr Wilkinson

That the payment of bills are approved in accordance with the above schedule and the receipts are noted.

All in favour

8. Draft Budget 2022/2023

The Clerk had circulated a copy of the draft budget with the agenda. Cllr Hayes provided a brief summary of the draft budget which currently stood at an increase of 3.4% on the 2021/2022.

It was noted that a budget figure would need to be determined for the Queen’s Platinum Jubilee celebrations next year. The Vice Chairman, Cllr Wilkinson, confirmed that funding would be available from Breckland District Council for this event, although it was unknown what amount this would be.

A short discussion took place and it was felt that the Council should budget £500.00 for this. Cllr Hayes and the Clerk would add this to the budget.

It was further noted that the Tax Base had been received from Breckland District Council which would enable a further £210.00 to be added to the budget. These adjustments would be made and presented to the December meeting.

9. The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018 which requires public sector bodies to ensure reasonable adjustments are made to websites so they are accessible to people with various disabilities from 23rd September 2020 when all local council websites must comply with those regulations

9.1. Website Accessibility Statement

The Clerk had circulated the Website Accessibility Statement with the agenda. The regulations had come into force on 23rd September 2020, to ensure that websites were easily accessible to people with certain disabilities.

The Clerk confirmed that she had carried out a test on the Council website and it contained zero errors.

Proposed – Cllr Hayes

Seconded – Vice Chairman, Cllr Wilkinson

That the Website Accessibility Statement is adopted with immediate effect.

All in favour

The Clerk would add this statement to the home page of the website.

10. Correspondence

10.1. For action/information

No correspondence for action/information had been received.

10.2. Late correspondence

Offshore Windfarms

The Clerk had received an update from the Convener of the Norfolk Parish Movement for an Offshore Transmission Network (OTN), Ms A Shaw, regarding its ongoing campaign. Ms Shaw confirmed that 76 Town and Parish Councils had signed up to support the campaign and they were asking those Councils to send their template letter to Elizabeth Truss MP to emphasize this Council's support and to encourage Norfolk County Cllr Colman to take steps in ensuring Norfolk County Council joined the OffSET group (East Anglian MPs and County Councillors).

A short discussion took place and Councillors requested that the Clerk send the letter to Elizabeth Truss MP and an email to County Cllr Colman.

Breckland Landscape and Settlement Character Assessment

The Clerk had received a request from Breckland District Council to complete a Breckland Landscape and Settlement Character Assessment survey.

A short discussion took place and it was agreed for Cllr Hayes to formulate a response, circulate this to all Councillors for approval and send this to the Clerk for subsequent submission.

It was noted that Councillors could also complete the survey as private individuals if they so wished.

11. Community matters

11.1. Future provision of a cemetery (ongoing item)

The Chairman, Cllr Williams, reported that he had not yet contacted the landowner's daughter but would do so within the next few weeks to discuss the possibility of purchasing part of their land for the provision of a cemetery.

11.2. Fencing project at the Community Centre

Following the last Council meeting, the Vice Chairman, Cllr Wilkinson, had met with Jacksons Fencing on site and the Clerk had subsequently received a new quotation from them which had increased from £3,384.30 + £676.86 VAT (total £4,061.16) to £8,428.30 + £1,685.66 (total £10,113.96), this being a net difference of £5,044.00.

In light of this huge increase, the Chairman, Cllr Williams, had contacted Jacksons Fencing to query the cost and it had transpired that the land clearance would be far more onerous than they had originally anticipated.

The Chairman, Cllr Williams, called an urgent informal meeting via Teams and Members felt that the ground works could be carried out by community volunteers to save costs. The Chairman, Cllr Williams, had then confirmed this plan of action to Jacksons Fencing and they had submitted a final revised quotation for £3,887.30 + £777.46 (total £4,664.76), a small increase of which was due to inflated steel costs.

The Vice Chairman, Cllr Wilkinson, then contacted County Cllr Colman to confirm that a further £1,000.00 would be required for this project and he had agreed that the extra funds could be paid from his Local Member fund. The Clerk had then submitted this in writing to Cllr Colman and forwarded an invoice for the extra funds to be paid. This was currently being processed by Norfolk County Council.

The Vice Chairman, Cllr Wilkinson, would seek volunteers to help carry out the works.

11.3. Trees project at the Community Centre

The Vice Chairman, Cllr Wilkinson, reported that there would be a delay on the delivery of the trees from Woodland Trust who had emailed the Clerk to advise that this would be between the 10th and 30th November 2021.

The Vice Chairman, Cllr Wilkinson, reported that he had spoken to the Head Teacher at the school to arrange for children to help plant the trees. The Head Teacher had confirmed this would be acceptable, providing two weeks' notice was given, as the children's parents/guardians would need to confirm their approval to their children being taken out of school. The Vice Chairman, Cllr Wilkinson, had also secured other community volunteers to help plant the trees.

The Vice Chairman, Cllr Wilkinson, noted that 75 trees had been requested from County Cllr Colman, but in light of the Woodland Trust trees grant, this had not been pursued.

11.4. Community Litter Pick

Cllr Hayes reported that the Clerk had signed the Council up to Keep Britain Tidy which held two community events each year, typically in the Spring and late Summer each year. The Clerk had confirmed that many Councils tended to run an event in conjunction with the Keep Britain Tidy campaigns.

It was agreed for the Clerk to remove this from the agenda in the interim and add it to the February 2022 agenda.

12. Parish Partnership Scheme 2022/2023 – bids to be submitted by 10th December 2021

A short discussion took place and Councillors agreed not to bid for a project under the Parish Partnership Scheme 2022/2023.

13. Planning Applications and Decisions

The Vice Chairman, Cllr Wilkinson, had declared a Personal Interest in this item.

13.1. Planning applications

No planning applications had been received from Breckland District Council.

13.2. Planning decisions

13.2.1. 3PL/2021/1051/HOU – Waterside, Main Road – Wooden outbuilding to be erected at side of property for garden, bicycle, general storage and occasional garden office use

Breckland District Council – Approved.

13.2.2. TRE/2021/0244/TCA – Narborough Hall, Main Road – T1- Double Row of Conifer: Fell/ Remove T2- Group of 35/40 Conifer/Pines: Fell/ Remove (Tree Work App CA)

Breckland District Council – No objection.

13.3. Late Planning applications and notices of decision

No late planning applications had been received from Breckland District Council.

13.4. Planning updates / enforcements / appeals and other notifications (for information only)

Cllr Hayes reported the following:

Reference	Description	NPC Resolution	Changes to application since NPC made its resolution
3PL/2017/0997/VAR	Variation of conditions (Drainage) - Chalk Lane (at Skippers Meadow)	Concerns Raised	No Update
3PL/2017/1001/VAR	Variation of conditions (Drainage) - Chalk Lane (at Skippers Meadow)	Concerns Raised	No Update
3PL/2019/0904/VAR	22 Sandy Road - Reduce Buffer Zone (Skipper's Meadow)	Object	No Update
3PL/2021/0304/D	1 to 14 Swaffham Road - Reserved Matters (original 3PL/2017/1046/O)	Object	New site and block plans submitted - New additional information (bin details) submitted

3PL/2021/1082/D	Land to the West of Chalk Lane - Reserved matters application following outline permission 3PL/2015/1180/O - Erection of 40 dwellings	Concerns Raised	No Update
3PL/2021/1248/F	Use of land for the stationing of caravans for the purposes of human habitation -Pentney Leisure & Bowls Club.	Object	New ecology comment submitted

13.5. Update regarding 3PL/2015/1180/O – Land to the West of Chalk Lane – Reserved matters application following outline permission 3PL/2015/1180/O - Erection of 40 dwellings

The Vice Chairman, Cllr Wilkinson, reported that the application was being processed and it was likely this would be finalised under officer delegated powers.

14. Reports from Outside Bodies

14.1. Narborough & Narford Community Centre

The Chairman, Cllr Williams, the Vice Chairman, Cllr Wilkinson, and Cllr Pipe had declared a Personal Interest in this item. Cllr Greeno also declared a Personal Interest in this item as she was the Secretary of the Community Centre Management Committee.

Cllr Hayes reported that the AGM had been held on Wednesday, 20th October 2021. Officers had been duly appointed and two members had resigned. The annual accounts had been satisfactory and reserves were healthy.

14.2. Sports & Social Club

14.2.1. Quotations from the Sports & Social Club for the construction of a new wall

The Chairman, Cllr Williams, had declared a Personal Interest in this item. Cllr Greeno also declared a Personal Interest in this item as she was the Acting Secretary of the Sports & Social Club and a member of the Club.

The Clerk reported that any funding agreed by the Council to part-fund a new wall could be considered under S19 Local Government (Miscellaneous Provisions) Act 1976.

Cllr Greeno confirmed that quotations had not yet been sought; she would chase these up.

15. Councillors' issues and village matters

Flooding Culvert

Cllr Hayes reported that a culvert near his private residence was full of silt, had flooded last year and was even worse this year. It was unknown who the landowner was. Cllr Hayes would prepare a letter of concern and submit this to Breckland District Council for subsequent investigation.

Flood Barriers

A discussion took place regarding interlinking flood barriers that County Cllr Colman had agreed to provide the Council with. It was felt that in light of the flooding in the village last year, these would be a valuable asset for the community. It was agreed that 20 barriers would be an ideal number, although storage of them would need to be at the Community Centre and permission would need to be sought.

The Clerk would invite County Cllr Colman to bring a barrier to the next Council meeting and provide the cost of these items.

Nar Valley Way

Cllr Davey reported that a landowner adjacent to the Bradmoor Lakes site had illegally installed several gates along the path. Cllr Davey had reported this and the matter was being investigated.

Social Media

Cllr Greeno enquired why the Parish Council didn't have a social media presence, i.e. Facebook page/Twitter account.

A short discussion took place and it was felt that a Facebook page should be set up.

Proposed – Chairman, Cllr Williams

Seconded – Cllr Hayes

That Cllr Greeno and Cllr Hayes set up a Facebook page and a Social Media policy.

All in favour

Breckland District Council (Serco) grounds maintenance

The Vice Chairman, Cllr Wilkinson, reported that Serco had missed three cuts this year and had recently carried one out in retrospect. This was noted.

Defibrillator

Cllr Hayes reported that Heartbeat Trust had contacted him to confirm that the delivery of the defibrillator had been delayed.

The Chairman, Cllr Williams, reported that there might be funding organisations to aid the Council in getting a second defibrillator in the village in the future. This was noted for the budget setting.

Village Shop

Cllr Pipe enquired about the progress of the closed village shop. The Chairman, Cllr Williams, reported that there was no update.

Cllr Greeno enquired whether the Council could consider purchasing the business to run it as a community shop. The Chairman, Cllr Williams, agreed that this was a nice idea but due to a lack of finances and the need for volunteers, the Council could not consider such a project at this time. In the future, the Council could contemplate getting grants for such a scheme.

16. Date and time of the next meeting

The next meeting of the Council would be held on Monday, 6th December 2021 at 7.30pm, in the Florence Green Room, Community Centre, Chalk Lane.

17. Exclusion of Press and Public (Public Bodies (Admission to meetings) Act 1960 S1)

There were no confidential items for discussion at this meeting.

The Chairman thanked everyone for attending and closed the meeting at 9.50pm.