

NARBOROUGH PARISH COUNCIL

**Minutes of the Council Meeting held Monday, 6th March 2023 at 7.30pm in the Church Room,
All Saints Church, Main Road**

Present:	Chairman	Cllr P Wilkinson (also District Councillor)
	Councillors	Cllr P Bailey Cllr H Pipe
	Parish Clerk	Mrs S Porter
	Member(s) of Public	0

1. Apologies for absence

Apologies for absence had been received from the Vice Chairman, Cllr D Williams (illness), Cllr S Davey (illness), Cllr S Greeno (illness) and Cllr J Reynolds (illness).

The apologies were accepted.

It was noted that County Cllr E Colman had now left Norfolk County Council.

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

The Chairman, Cllr Wilkinson, declared a Personal Interest in Item 9, Planning Applications, as he was the Vice Chairman of the Breckland District Council Planning Committee.

3. Approval of the minutes of the Council meeting

Proposed – Cllr Pipe

Seconded – Cllr Bailey

That the minutes of the Council Meeting held on Monday, 6th February 2023 (items 1-12 [02/2023]) are approved and signed as a true and accurate record.

All in favour

The Chairman, Cllr Wilkinson, duly signed and dated the minutes of the meeting.

PUBLIC OPEN FORUM

The Chairman, Cllr Wilkinson, adjourned the meeting at 7.40pm.

County Cllr Ed Colman

County Cllr Colman was no longer an Elected Member and no replacement had yet been nominated.

District Cllr Peter Wilkinson

Breckland £1.6M Investment

District Cllr Wilkinson reported that Breckland District Council had successfully secured £1.6M of UK Shared Prosperity Funding, with the Council's investment plan agreed for 2023-2025 by the Department for Levelling Up Homes and Communities.

The money will enable the Council to direct resources or funding to key local priorities, particularly those that help vulnerable residents and businesses within the district. Almost £500,000 will invest skills and training for residents, including specialist help for people looking to retrain and apply their skills to different careers, with dedicated support for vulnerable and economically inactive residents. £180,000 will support low carbon businesses and help businesses reduce their carbon footprint and save money around energy consumption. Over £260,000 will be invested into the expansion and continuation of the Council's Inspiring Communities Programme, with additional investment being made into supporting vulnerable people in need of help with energy and food.

Chairman Signed Dated

The Future Breckland programme will receive over £350,000 to bring forward key aspirations set out in the new programme, which received input from over 20,000 communities and businesses. This will bring forward some of the big ideas in the plans and enable a range of smaller scale activities like events and public realm enhancements. A further £270,000 will be invested in business support and advice, aimed at those businesses based in rural communities. The programme will see the creation of a new 'Country Rangers' programme for Norfolk, with specialist advisors helping rural businesses navigate challenges like nutrient neutrality and flooding, whilst making the most of new emerging opportunities and tourism.

Weekly Kerbside Collection

Residents can now recycle batteries (placed in a clear bag on top of their bin) and will shortly be able to recycle small household electrical items. This new scheme will be phased out; residents will receive a hanger on their bin, advising the week before collections are due to start in their area, and details of what items can be recycled, together with information of when and how to put them out for collection. Residents are encouraged not to store items up but instead put them out regularly once the scheme begins.

Public Participation

There were no members of public present at the meeting and no Councillors wished to address the Council.

The Chairman, Cllr Wilkinson, resumed the meeting at 7.48pm.

4. Chairman’s announcements on existing Council business

The Chairman, Cllr Wilkinson, reported that the oak tree at the Community Centre had been replanted as it had not taken well from its initial planting last year. Councillors felt that this tree should have a Queen’s Green Canopy plaque to commemorate the late Queen Elizabeth II’s Platinum Jubilee in 2022.

The Clerk would obtain quotations for a plaque and place this item on the next agenda for consideration.

The Chairman, Cllr Wilkinson, reported that the damage to the War Memorial following the recent road traffic accident had been estimated to be £4,000.00. The claim was being dealt with by the RAF, through the offending driver’s insurance.

The Chairman, Cllr Wilkinson, reminded Councillors that the Clerk was very busy and initial enquiries should be made to the Chairman and/or Vice Chairman in the first instance.

5. Finance report

5.1. Financial report

The Clerk had circulated the bank reconciliation, current bank account statements and Scribe financial reports, period ending February 2023, with the agenda. The bank balances were as follows:

February 2023	Current Account	Savings Account
Council Closing Balances	1,902.27	19,622.01
Council Total Closing Balances		21,524.28

The reports were noted.

5.2. Pre-approval to pay March invoices prior to next Council Meeting

The Clerk reported that the next meeting of the Council was in April 2023 and invoices received between now and then would need to be paid in this financial year.

The Clerk confirmed that she would circulate a list to Councillors towards the end of March of all receipts and payments to be made, in order that Councillors could approve them in principle.

That the Clerk circulates a list of invoices received in March 2023 to Councillors and is given delegated powers to pay them in this financial year.

All in favour

The Clerk would circulate the financial items to Councillors in the last week of March 2023.

5.3. 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 £
07.02.2023	Westcotec	Street Light Maintenance Jan	DD	54.33	10.87	65.20	0.00
10.02.2023	Parochial Church Council	Room Hire 06.02.2023	SO	14.00	0.00	14.00	0.00
17.02.2023	N Power	Street Lighting Jan	DD	201.52	10.08	211.60	0.00
06.03.2023	Anglia Computer Solutions	Microsoft 365 Rent Feb	DD	9.40	1.88	11.28	0.00
To be paid	Cllr P Wilkinson (Myhills)	Peat for replanting oak tree	BACS	8.95	1.79	10.74	0.00
To be paid	Clerk	Salary Feb	BACS	511.32	0.00	511.32	0.00
To be paid	Clerk	Clerk Expenses Feb	BACS	22.60	0.00	22.60	0.00
To be paid	HMRC	PAYE/NI Contributions Feb	BACS	127.80	0.00	127.80	0.00
To be paid	Dash (UK) Ltd	King's Coronation Mugs	BACS	429.60	85.92	515.52	0.00
Totals				1,379.52	110.53	1,490.05	0.00

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

All in favour

6. Local Emergency Plan

The Chairman, Cllr Wilkinson, reported that the Community Centre had agreed to be a safety hub in the event of a village emergency.

Councillors did not have any specific ideas to bring to the table for the emerging Emergency Plan. They were reminded to bring suggestions to the next meeting.

6.1. Grit Bin requirements

The Clerk reported that the Breckland District Council officer would need to be made aware that Norfolk County Council was not supporting an additional grit bin in the village. This was noted and the item would remain on the agenda.

7. Correspondence

7.1. For action/information

There was no correspondence for action or information.

7.2. Late correspondence

Narborough Church of England Primary Academy

The Clerk had today received a consultation letter from the Diocese of Norwich Education and Academies Trust regarding proposals to extend their primary education by opening a new nursery from September 2023. The consultation would run from Monday, 6th March 2023 until Friday, 14th April 2023. A meeting had been scheduled at the School on Wednesday, 29th March 2023 at 6.15pm for those interested in hearing the proposals.

The Chairman, Cllr Wilkinson, and Cllr Pipe agreed to attend the meeting.

Funding for Electric Vehicle Charging Points

The Clerk had today received an email from Norfolk ALC advising that Norfolk County Council may consider funding for Electric Vehicle Charging Points (EVCP) across the county. At this stage, expressions of interest were being requested.

A short discussion took place and Councillors felt that the most suitable location for an EVCP would be the Community Centre.

The Clerk would submit an expression of interest to Norfolk ALC.

8. Highways and transport matters

8.1. LED conversion of the street lights and backplates

The Chairman, Cllr Wilkinson, felt that the delay by Westcotec in converting the street lights and repairing faulty lights was completely unacceptable and confirmed that he would contact the Director to chase this matter up and highlight his disappointment with their current service.

9. Planning Applications and Decisions

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

9.1. Planning applications received from Breckland District Council

No planning applications had been received from Breckland District Council.

9.2. Planning decisions completed by Breckland District Council

9.2.1. 3DC/2023/0317/DOC – Land East of Chalk Lane – Discharge of Conditions 5, 7, 9, 10, 13, 14, 16, 18, 20, 21 on 3PL/2015/1180/O (Discharge Conditions)

DOC-Complete.

9.2.2. 3NM/2023/0011/NMA – Land to the West of Chalk Lane – Amendment to pp 3PL/2015/1180/O - To amend the wording to Conditions 9 & 14 (see application form) (Non Mat Minor Amend)

Permission.

9.2.3. 3DC/2023/0013/DOC – Land East of Chalk Lane – Discharge Of Condition 8 On 3PL/2021/1082/D (Discharge Conditions)

DOC-Complete.

9.3. Late Planning applications and notices of decision

No late planning applications and/or decisions had been received from Breckland District Council.

9.4. Other planning matters / enforcements / appeals and other notifications (for information only)

There were no other planning matters to report.

10. Reports from Councillors (as listed on agenda) regarding issues and community matters (circulated with agenda if applicable)

10.1. Additional village defibrillator

Cllr Reynolds had submitted a report regarding the consideration of funding an additional defibrillator in the village, and this had been circulated with the agenda.

A short discussion took place. The Chairman, Cllr Wilkinson, reported that a former Councillor had carried out extensive work and written a comprehensive report on his findings for a second defibrillator in the village. Whilst it hadn't been rejected outright, the costs were found to be extremely high and a suitable location was also an issue. The shop landlord, Premier, had rejected a unit being installed on the exterior of the village shop and there were no other apt sites for one.

Cllr Bailey confirmed that she had investigated the populations of a few large towns in East Anglia to establish how many defibrillators there were in comparison to their populations. For example, Swaffham had a population of 8,568 with 4 defibrillators and Bury St Edmunds had 40,142 residents with 7 defibrillators, of which only 3 were available 24 hours a day. With this data in mind, it was felt that 1 defibrillator in Narborough for 1,360 people was sufficient.

A show of hands indicated that this item should be dismissed.

The Clerk reported that there was currently £500.00 in earmarked reserves for a second village defibrillator, with a further £500.00 precepted for in the 2023/2024 budget. Councillors agreed for the reserves to be vired into the street lighting electricity costs.

10.2. Dog fouling near the School

Cllr Reynolds had submitted a report regarding the dog fouling issues on the footpath to the school, and this had been circulated with the agenda.

A short discussion took place. The Chairman, Cllr Wilkinson, reported that he had liaised with the Breckland District Council Dog Warden and only two reports of dog fouling had been made within the past 14 months, one of which had in fact been made by the Chairman, Cllr Wilkinson. It was therefore imperative that reports of dog fouling were continually made by residents in order to justify any issues in the village. He further reported that covert cameras could not be used, particularly when children would be filmed, due to privacy laws.

Councillors agreed that this would not be permissible or practical to proceed.

A show of hands indicated that this item should be dismissed.

The Chairman, Cllr Wilkinson, and the Dog Warden had agreed to move the current illuminated dog fouling posters around the village periodically to keep dog owners aware of their responsibilities.

10.3. Council documents and equipment in the Community Centre

Cllr Reynolds had enquired with the Clerk when the Council documents and equipment were due to be removed from the Community Centre.

It was agreed for the Chairman, Cllr Wilkinson, Vice Chairman, Cllr Williams, and the Clerk to arrange a date with the Chairman of the Community Centre to remove the Council items from the small storage room. This would then be carried out when the weather turned warmer and a suitable transportation vehicle could be arranged.

11. Date and time of the next meeting

11.1. Date and time of the next meeting

The next meeting of the Council was scheduled to take place on Monday, 3rd April 2023 at 7.30pm, in the Church Room, All Saints Church.

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

There were no confidential matters to be considered at the meeting.

The Chairman thanked everyone for attending and closed the meeting at 8.38pm.