LITTLE DUNHAM PARISH COUNCIL

Minutes of a meeting of Little Dunham Parish Council held on Thursday 3rd March 2022 at 7.30pm in the Village Hut.

Present: Cllr Simon Fowler (Chair)
Cllr Jane Harding (Vice Chair)
Cllr Malcolm Parker
Cllr Paul Stebbings
Cllr Nina Forsyth
Cllr Tracy Mylum

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies from Cllr Linda Johnson were approved and apologies were also received from County and District Councillor Mark Kiddle-Morris.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on Thursday 6th January 2022.

Cllr Harding proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Mylum and unanimously agreed by Council. The Chairman duly signed the minutes.

4. Open Forum for Public Participation.

There were no members of the public present.

5. County/District Councillor reports.

In the absence of the County & District Councillor, Council noted that the bin collection days were changing and the village had been notified.

6. To receive an update regarding action in respect of the high number of HGV vehicles using Necton/Station Road.

Council agreed to discuss this item together with item 9a - 3PL/2022/0100/F – Great Dunham Hall, Litcham Road - proposed reconstruction and extension of existing storage building.

Four councillors had attended the recent meeting of Great Dunham Parish Council, who were now supporting the application but favoured a one-way traffic system for vehicles to and from the depot.

A recent traffic count had been carried out in the village and the Chairman thanked the two organisers, and everyone who had taken part, the data will be useful in raising concerns regarding the planning application.

The Chairman proposed that an objection be submitted on the grounds that the increase in storage will inevitably lead to an increase in traffic. Evidence of the issues arising from the current traffic levels will be supported by the recent traffic survey carried out in the village, photos of recent incidents involving the HGV vehicles and concerns raised by children from the local school at Gt Dunham. He also proposed that the objection be withdrawn should a one-way traffic system be put in place. This proposal was seconded by Cllr Stebbings and agreed unanimously by Council

Cllr Stebbings raised the two issues of the Operators Licence and a highways weight limit but it was agreed to consider both at the May meeting, once a decision has been made on the planning application.

7. To receive an update on Highway & Footpath matters.

Several highway issues were raised and Cllr Forsyth will carry out an inspection around the village and report any problems to Highways.

The Chairman reported that a local landowner wanted to move a footpath but Council would not support this unless a viable alternative was put forward.

8. To receive an update on the Community Speed Watch Scheme.

Cllr Stebbings reported that seven sessions had been carried out in January with 56 offences recorded and ten sessions had been carried out in February with 83 offences recorded. He also noted that in 2021, 17% of all checks had recorded an offence; to date this year 13% of checks had done so, which was an encouraging reduction.

9. To discuss planning issues

a) Applications for consideration:

This application had been dealt with at item 6 above.

- 3PL/2022/0100/F – Great Dunham Hall, Litcham Road - proposed reconstruction and extension of existing storage building.

b) Decisions to note.

Council noted that a decision was still awaited in respect of the following application.

- 3PL/2021/1422/O – Land west of Necton Road – the erection of 4 no. dwellings and associated access.

c) To receive an update regarding the proposed application for a 190 acre solar farm at Church Farm, Newton.

The Chairman had inspected the site and looked at government guidelines regarding solar farms and, on that basis, proposed that, together with the Chair of Gt Dunham Parish Council, they visit the landowner and propose an alternative site, one which could be better screened from view, and more appropriate grade land. If the landowner agreed then the parish council

would withdrawn their objections. This was seconded by Cllr Parker and unanimously agreed by Council.

d) To receive an update regarding the 'Housing for Local People' Scheme.
No further update was available.

10. To receive a report regarding the Playing Field.

Cllr Mylum proposed the purchase of the new signage for the renamed Platinum Jubilee Playing Field, together with the concrete for the posts, this was seconded by Cllr Stebbings and unanimously agreed by Council.

Council noted that the adjacent hedge had been cut back by the residents and the area was tidy.

11. To receive a report regarding the Amenities (Conservation) area.

Council noted that one tree had been felled in the recent storm and this had been removed. Works continued on the site.

12. To receive a report regarding the Village Hut and Phone Box.

Cllr Mylum proposed that the replacement glass for two panes of the Phone Box be replaced at a cost of £100, this was seconded by Cllr Stebbings and unanimously agreed by Council.

Cllr Parker reported that there were three possible options for the installation of a toilet and these were, 1, a septic tank which would be too costly, 2, a compost toilet, details and costs to be established, and 3, to tap into the existing system next door but Council agreed this option was not viable. Cllr Parker will investigate compost toilets with a view to a grant application from the Vattenfall Community Fund.

The Fire Extinguishers had been tested and Council were grateful to the contractor who had not made a charge.

The Pub Night and Gardening Club have both been successful and further events are planned, including a Craft Day, Quiz Night and a Coffee/Sewing Group.

The Gardening Club made a kind donation of £20 to the Water Fund.

Council noted that the door frame was yet to be replaced but it was hoped this would not be too expensive as local residents have kindly offered their services.

13. To receive a report regarding the Vattenfall's Norfolk Vanguard and Norfolk Boreas Community Benefit Fund.

There was no update regarding the Fund.

14. To receive an update regarding the Queen's Platinum Jubilee Celebrations.

A volunteer group will be set up to arrange a BBQ on the Sunday 5th June, the day of the Big Lunch. Other events including a Bake-Off and a Jubilee Sign competition will be considered (see item 15 below).

15. To consider planting a Jubilee tree and purchasing a RBL Jubilee Plaque.

It was agreed that the RBL plaque was too expensive and a Jubilee Sign competition will be considered.

16. To discuss any correspondence for circulation.

Great British Spring Clean 2022 – Council noted that a litter pick has been arranged for Saturday 2nd April, commencing at 10.00am. A risk assessment is being carried out.

17. Financial and Governance Matters

a) To receive a financial report for the year ending 31st March 2022.
The financial report (attached) was noted.

b) To note the retirement of the appointed internal auditor and to approve a replacement internal auditor.
Council noted the retirement of the appointed internal auditor and thanked him for his service. Cllr Stebbings proposed that Mrs Dann be appointed as internal auditor at a cost of £35 for the year ending 31st March 2022, this was seconded by Cllr Mylum and unanimously agreed by Council.

c) To authorise financial payments as detailed below.
Cllr Harding proposed that the following payments be approved, this was seconded by Cllr Stebbings and unanimously agreed by Council.

- Clerk Pay & Allowance (Feb/Mar) £278.75
- Hedge Contractor £132.00
- EON – Village Hut Electricity £40.59
- Clerk – Pay Award Arrears £27.00

Village Hut Project (paid)

- Laying the Patio – Labour £200.00

2022/23 Financial Year

- Norfolk PTS Subscription £52.50

18. To receive any new items for the next agenda.

There were no new items received for the next agenda.

19. To note the Annual meeting of the parish council will be held on Thursday 5th May 2022 in the Village Hut, following the Annual Parish Meeting which will commence at 7.00pm.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.32pm.

Signed: Date:

LITTLE DUNHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2022

Financial Report - March 2022

BUDGET UPDATE	**Budget**	**To date**	**%**
	21/22		**Spend**
PAYMENTS			
Admin	1,155	858.15	74%
Salary	1,568	1,579.30	101%
Village Hut	175	318.38	182%
Playing Field	100	120.95	121%
Open Spaces	150	110.00	73%
Grass Cutting	1,566	1,565.60	100%
Donations*	200	700.00	350%
Defib	0	0.00	
TOTAL	**4,914**	**4,552.38**	**93%**
VAT		*533.25*	
RECEIPTS			**Received**
Precept	3,500	3,500.00	100%
Interest		0.30	
Elections		220.00	
Recycling	150	225.58	150%
Grants/Donations		0.00	
HMRC Refund		21.20	
TOTAL	**3,650**	**3,967.08**	
Surplus/Deficit	-1,264	-585.30	

*Payments include the £500 Grant for VE Day

BANK RECONCILIATION	
Balance at 01/04/2021	**7,017.77**
Less Expenditure	9,971.57
Plus Receipts	7,587.89
	4,634.09
Bank Balance at 10/02/2022	
Current Account	710.57
Savings Account	3,923.52
	4,634.09
including:	
S106 - Play Area	895.85
Village Hut Water Reserves	443.88
General Reserve	**3294.36**

Village Hut Water			
Income		**Expenditure**	
Donations	950.00	Anglian Water	1,769.80
S106 Grant - Water Supply	2,360.57	Fittings	2,826.89
Sale of Fixings	210.00	**TOTAL**	**4,596.69**
Fundraising	1,520.00		
TOTAL	**5,040.57**		
		Balance	**443.88**