LITTLE DUNHAM PARISH COUNCIL

Minutes of a meeting of Little Dunham Parish Council held on Thursday 2nd November 2023, at 7.30pm in the Village Hut.

Present: Cllr Simon Fowler (Chair)
Cllr Malcolm Parker (Vice Chair)
Cllr Jane Harding
Cllr Alice Rossi
Cllr Nina Forsyth
Cllr David Walker
Cllr Paul Dennis

Two Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from County & District Cllr 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 7th September 2023.

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

4. Open Forum for Public Participation.

There were no matters raised by members of the public.

5. County/District Councillor reports.

Written reports had been received in respect of County and District matters and Cllr Parker highlighted the grant available to help households install an air source heat pump which has increased by 50% to £7,500 and extended to 2028.

6. To discuss Highway and Footpath matters.

a) Matters previously reported to Highways and any new issues.

Council noted the following updates:

- Roadside degradation, from Great Dunham to A47 – C/Cllr Kiddle-Morris requesting survey.

- Roadside degradation nr Village Hut has been reported to Highways.
- The broken kerb repairs have been washed away and this will be reported to Highways.
- School Lane/Sporle Road junction potholes will be reported to Highways again. They had been marked for repair but the markings have now disappeared and the repairs not made.

b) To receive an update regarding the Footpath and Trails Cutting for 2023.

No issues were raised and it was noted that the invoice for the 2023 works has been submitted to County Council.

c) To receive an update regarding the request for a village 20mph speed limit and to consider a Parish Partnership application for SLOW road markings.

Council noted that the request for a 20mph speed limit has been refused as it does not meet the criteria, which includes the number of accidents. Council agreed to request that the faded speed roundels be repainted.

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

Council noted that there may be one new volunteer for the scheme but more were required for the team to function well.

8. To receive an update on the Vattenfall Community Fund and Wind Farm.

There was no update on the Community Fund or other matters.

9. To discuss Planning matters.

a) Applications to consider.

- 3PL/2023/0948/HOU – Cakemore, Barrows Hole Lane - proposed single garage attached to existing single garage – no issues were raised and Council agreed a 'no comment' response.

- 3PL/2023/0986/F & 3PL/2023/0987/LB – Cannister Hall, Palgrave Road - conversion of former golf workshop and store to two residential dwellings and diversion of public footpath – no issues were raised in respect of the conversion and Council agreed a 'no comment' response. However and in respect of the proposed amended footpath route, after taking into consideration the rules for moving footpaths, maintenance costs and in agreement with the landowner, who was present, Cllr Fowler proposed supporting an amended route, this was seconded by Cllr Harding with all in favour.

b) To note any planning decisions.

Council noted the following applications have been approved:

- 3PL/2023/0784/VAR – Units 8 & 9, Barton Farm, Sporle Road - removal of Condition 3 on 3PL/2006/1899/CU - to allow unrestricted commercial use (retrospective).
- 3PL/2023/0800/HOU – Saule Croft, Barrows Hole Lane - proposed Cart Lodge.

- 3PL/2023/0743/F – Aiden Lodge, The Granary, Palgrave Road - change of use existing buildings from (C1) to residential dwelling (C3) to form a new single family dwelling with 2No. annexes with temporary accommodation for the duration of the works.

c) To receive an update regarding the approved application for a 190 acre solar farm at Church Farm, Newton and ongoing landscape mitigation matters.

There was no update in respect of this matter.

10. To receive a report regarding the Queen Elizabeth II Playing Field and the annual play area inspection report.

The Chairman thanked everyone who had been involved in the restoration of the play area. There were some minor matters still outstanding, with funds being available in the playing field reserve, and these works would be carried out in due course.

It was suggested that the fallen branches could be left in situ as habitat for wildlife.

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

Cllr Parker reported a kind donation of a picnic bench and seats.

Cllr Rossi suggested that the area could be less managed with waste wood left to provide habitat for wildlife, which would have no impact on users of the site and lessen the workload for volunteers.

Cllr Parker said the area was for the amenity use of the village and not a conservation area.

It was felt a compromise could be reached, particularly as the Council was now obliged to consider biodiversity improvements under the Environment Act 2021.

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

Cllr Parker reported that the defibrillator has been used recently. New stickers are on order to make the defibrillator more visible.

Cllr Parker reported cluster flies in the Hut which required treatment. Donations from events held throughout the year amounted to £309.45 and Council agreed that £100 should be put towards energy/water costs with the remaining amount going to the Village Hut Fund.

13. To receive a report from the Working Party regarding a replacement for the Village Hut.

Cllr Parker reported that the chair of the group had stood down.

Cllr Rossi advised that she was collating responses from the ongoing survey and the working party meeting on the 7th December would look at the responses and report the results to the January Council meeting, Council can then decide the way forward.

14. To discuss any correpondence for circulation.

- Zero Hour – support for climate and ecology bill – no proposal was received to take this forward.
- Campaign against the 'New Town' – Council noted that the Breckland consultation period had been extended and the Parish Council comments had been reiterated.

15. Financial and Governance Matters

a) To receive a financial report for the year ending 31st March 2024.
Council noted the report (attached).

b) To consider the draft budget and set the precept for the year ending 31st March 2025.
Council considered and approved the draft budget and the Chairman proposed that the precept remain at £5,750 for the year ending 31st March 2025. This was seconded by Cllr Parker and unanimously agreed by Council.

c) To authorise financial payments as detailed below and not any receipts.
Cllr Harding proposed that the payments listed below be approved, this was seconded by Cllr Forsyth and unanimously agreed by Council. The receipts were noted.

PAYMENTS		
P29	Clerk Pay & Allowance	£137.92 (SO)
P29	HMRC – PAYE	£24.00
P32	Clerk Pay & Allowance	£138.12 (SO)
P32	HMRC – PAYE	£23.80
P28	Fenland Leisure – Safalog	£134.40
P30	Play Area Refurbishment	£40.86
P31	Website – Domain Renewal	£102.00
P33	Grass Cutting (2 of 2)	£1,084.13
RECEIPTS		
R5	Precept (2 of 2)	£2,875.00

The Chairman proposed that Council challenges the invoice for £75.00 received from Breckland in respect of election charges, as there had been no election. This was seconded by Cllr Parker and unanimously agreed by Council.

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

The Environment Act 2021, Action for Biodiversity, will be on the next agenda and members were requested to bring forward ideas.

17. To note the next meeting of the parish council will be held on Thursday 4th January 2024, at 7.30pm in the Village Hut.

The date of the next meeting was noted and the Chairman closed the meeting at 8.45pm.

Signed: Date:

LITTLE DUNHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2024
Financial Report - NOVEMBER 2023

BUDGET UPDATE	Budget 23/24	To date	% Spend
PAYMENTS			
Admin	2,475	1,002.10	40%
Salary	1,897	1,257.06	66%
Village Hut	600	61.95	10%
Playing Field	110	108.73	99%
Open Spaces	160	75.95	47%
Grass Cutting	1,800	903.44	50%
Donations	200	0.00	0%
Defib	25	0.00	0%
TOTAL	**7,267**	**3,409.23**	**47%**
VAT		*313.47*	
RECEIPTS			**Received**
Precept	5,750	5,750.00	100%
Interest	0	21.04	
Elections	220	240.00	
Recycling	150	219.13	146%
Grants/Donations	0	0.00	
HMRC Refund	0	0.00	
TOTAL	**6,120**	**6,230.17**	
Surplus/Deficit	-1,147	2,820.94	

Bank Reconciliation	
Balance at 01.04.2023	**5,691.64**
Less expenditure @ 12.10.2023	3,995.65
Plus Receipts @ 12.10.2023	7,063.27
	8,759.26
Bank Balance at 12.10.2023	
Current Account	4330.03
Savings Account	4,453.23
	8,783.26
less outstanding payments	24.00
plus outstanding receipts	0.00
	8759.26
including:	
Defibrillator	25.00
S106 - Play Area	278.90
Village Hut Reserves	1061.02
Highway Reserves	976.28
General Reserve	**6418.06**

Village Hut			
Income		**Expenditure**	
Donations	1,363.00	Anglian Water	1,769.80
S106 Grant - Water Supply	2,360.57	Fittings 2021/22	2,614.42
Sale of Fixings	210.00	Fittings 2022/23	8.33
Fundraising	1,520.00	**TOTAL**	**4,392.55**
TOTAL	**5,453.57**		
		Balance	**1061.02**