

LITTLE DUNHAM PARISH COUNCIL

Minutes of a meeting of Little Dunham Parish Council held on Thursday 5th September 2024, at 7.30pm in the Village Hut.

Present: Cllr Simon Fowler (Chair)
Cllr Jane Harding
Cllr Alice Rossi
Cllr Nina Forsyth
Cllr David Walker

One Member of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs Parker and Dennis were approved. County & District Cllr Kiddle-Morris also tendered his apologies.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on Thursday 11th July 2024.

Cllr Harding proposed that, subject to a minor amendment at item 11, the minutes be accepted as a true record of the meeting, this was seconded by Cllr Walker and unanimously agreed by Council. The Chairman duly signed the minutes.

4. Open Forum for Public Participation.

There were no matters raised.

5. County/District Councillor reports.

The District Cllr had previously circulated a written report and the Chairman highlighted the proposed car parking charges for Breckland, which Council were against.

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 – the C/Cllr to be asked to chase this up.
- Speed Roundels & 2 x new SLOW's – speed roundels have been repainted.
- Overflowing ditch opposite new development – D/Cllr checking with Planning that correct drainage is being installed, once development is completed.

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- Missing S-Bend sign at Sprole Road bridge – reported to Highways and now replaced.
- Roadside degradation along Barrows Hole Lane – reported to Highways.

b) To receive an update regarding the Footpath and Trails Cutting for 2024.

No issues were raised in respect of the public rights of way.

c) To consider any applications to the Parish Partnership Scheme – 50/50 funding.

Council had no suggestions and, as local funding was not available, agreed to remove this item from the agenda.

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

The Speedwatch Volunteer had reported that the team was being disbanded due to a lack of members, a minimum of six were required so with only four it was not possible to continue. The Chairman thanked the team for their hard work over the years and also thanked the volunteer who had kindly agreed to continue to monitor and move the SAM II speed sign around the village.

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

Council noted that no update was available. However, two large solar farms are now proposed for the Swaffham vicinity and Cllrs will be attending webinars to learn more about the plans and how they may affect Little Dunham.

9. To discuss Planning matters.

a) Applications to consider.

There were no applications to consider.

b) To note any planning decisions.

There were no decisions to note.

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.

d) To receive an update in respect of the Breckland Local Plan consultation and consider any action.

Council noted that, with the new Government, changes to the National Planning Policy Framework and housing numbers were expected and the Local Plan would need to reflect that.

e) To consider the proposed Drovers Solar Farm and the Invitation to a Briefing.

This matter had been considered at item 8 above.

10. To receive a report regarding the Queen Elizabeth II Playing Field and Play Area and to consider a commercial waste bin.

The Chairman thanked Cllr Walker for his hard work looking after the playing field. This responsibility will now pass to Cllr Dennis. The equipment is in good order and the tree surgeon is due to inspect the tree shortly. There is one overhanging hedge and Cllr Rossi volunteered to speak to the householder.

Cllr Harding has kindly agreed to collect and remove the rubbish from the bins so there will be no need for a commercial bin.

11. To receive a report regarding the Amenities (Conservation) area and to consider approval of works to trees impacting Highway safety.

A quote for the tree works has been received at £350 and Cllr Fowler proposed approval for the works which are needed for highway safety, this was seconded by Cllr Harding and unanimously agreed by Council. Everything else is in good order.

12. To receive a report regarding the Village Hut and Phone Box and to appoint a new officer to manage the Hut.

Council noted that the Phone Box is being checked regularly and is in good order.

The Chairman thanked Cllr Parker for his hard work in looking after the Village Hut. This responsibility will now pass to Cllr Walker. A builder will examine the Hut and advise any necessary works. Cllr Walker said that the roof needs to be repainted before winter.

13. To consider any correspondence received.

The Introduction of Car Parking Charges within Breckland – this was discussed at item 5 above.

14. Financial and Governance Matters

a) To receive a financial report for the year ending 31st March 2025.

The financial report (attached) was noted.

b) To appoint an internal auditor for the year ending 31st March 2025.

Cllr Walker proposed the appointment of Mrs Dann as internal auditor, at a cost of £40, this was seconded by Cllr Forsyth and unanimously agreed by Council.

c) To authorise financial payments as detailed below and note any receipts.

Cllr Rossi proposed approval of the following payments, this was seconded by Cllr Harding and unanimously agreed by Council. The receipt was noted.

PAYMENTS

P17A	Village Hut PAT Testing	£45.00
P18	Clerk Pay & Allowance (August)	£161.13 (SO)

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P18	HMRC – PAYE	£13.60
P18A	Water Plus – August	£6.23 (SO)
P19	EON – Electricity Village Hut	£150.61 (DD)
P20	Clerk Pay & Allowance (September)	£161.13 (SO)
P20	HMRC – PAYE	£13.60
P21	Clerk – Postage	£10.00
P22	Grass Contractors (3 of 4)	£575.04
RECEIPTS		
R5	Breckland – Election Hut	£250.00

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

There were no new items for the next agenda.

16. To note the next meeting of the parish council will be held on Thursday 7th November 2024 at 7.30pm, in the Village Hut.

Council noted the date of the next meeting and the Chairman then closed the meeting at 7.55pm.

Signed: _____

Date: _____

LITTLE DUNHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2025					
Financial Report - SEPTEMBER 2024					
BUDGET UPDATE	Budget	To date	%	Bank Reconciliation	
	24/25		Spend	Balance at 01.04.2024	7,180.79
				Less expenditure @ 08.08.2024	3,070.18
				Plus Receipts @ 08.08.2024	4,429.87
PAYMENTS					8,540.48
Admin	1,340	881.79	66%	Bank Balance at 08.08.2024	
Salary	2,095	988.38	47%	Current Account	796.93
Village Hut	405	278.17	69%	Savings Account	7,507.15
Playing Field	115	86.00	75%		8,304.08
Open Spaces	190	0.00	0%		
Grass Cutting	1,917	1,437.60	75%	less outstanding payments	13.60
Donations	200	0.00	0%	plus outstanding receipts	250.00
Defib	25	0.00	0%		8540.48
TOTAL	6,287	3,671.94	58%	including:	
VAT		314.85		Defibrillator	25.00
				S106 - Play Area	255.56
RECEIPTS			Received	Village Hut Reserves	1572.47
Precept	5,750	2,875.00	50%	Highway Reserves	1807.54
Interest	30	21.70		General Reserve	4879.91
Elections	240	500.00			
Recycling	150	113.63	76%		
Grants/Donations	0	0.00			
HMRC Refund	0	0.00			
TOTAL	6,170	3,510.33			
Surplus/Deficit	-117	-161.61			