

## **EAST RUDHAM PARISH COUNCIL**

Minutes of meeting held on 20th June 2017 in the Rudhams Village Hall at 7.00pm

**1. Present:** Cllr A Elburn (Chair), Cllr J Dawson, Cllr M Wragg, Cllr J Horsfield, Cllr Mrs R Weeks, Cllr H Mines, Cllr Mrs S Jones

**In attendance:** The Clerk

**Parishioners:** None

Apologies for absence were received from Cllr M Pearson, Cllr D Hatherly

### **2. Declarations of Interest**

Chairman declared an interest as husband of the Burial Clerk

Cllr Mrs Jones declared an interest in agenda item 13.3.

**3. Minutes** of the Annual Parish Council Meeting held on 16th May 2017 and the May Parish Council Meeting held on 16th May 2017 had been circulated. Cllr J Horsfield proposed that both Minutes be approved. All in favour. Chairman signed the Minutes of the Annual Parish Council Meeting and the Minutes of the May Parish Council Meeting.

**Resolved to approve the Minutes.**

### **4. Election of Vice Chairman**

The election of the Vice Chairman had been deferred from the Annual Parish Council Meeting to enable the legality of electing an officer in their absence to be verified by Norfolk ALC. Russell Reeve, County Officer, had advised that it was permissible. Cllr Mrs Weeks proposed Cllr Pearson be elected Vice Chair. There were no other nominations. Six were in favour of Cllr Pearson being elected, one abstention.

**Resolved that Cllr Pearson be elected Vice Chair.**

### **5. Report from County Councillor/Borough Councillor**

Cllr Chenery of Horsbrugh had provided a Review of the Year, forwarded to all members.

### **6. Updates on recent items**

#### **6.1. SAM2 signs**

Chairman said that Westcotec had advised that the signs are ready for installation. A date needed to be agreed for the new post to be erected and training provided. Westcotec advised purchasing two padlocks. Chairman advised that a fluorescent jacket had been purchased for safety reasons.

#### **6.2. Jacks Lane Wind Farm Community Benefit Fund**

Cllr Horsfield advised that the bid for £590.00 for new parish seats had been successful and an order had been placed with Centrewire Ltd for four seats and one bench. Two of the seats would be sited in the swing park, the bench would be sited opposite the Cemetery, and there would be further discussion regarding siting of the other two seats.

#### **6.3. Church wall**

Chairman said there had been no agreement yet with the builder.

#### **6.4. Dog waste bin**

Chairman said he had now received a reply from Borough Council. Borough were happy regarding the proposed site in Bagthorpe Road but concerns had been expressed regarding the siting of a dog waste bin close to the butcher's shop. Chairman said he would make enquiries with residents.

#### **6.5. Adoption of telephone box/use as housing for defibrillator**

Clerk advised that the signed contract had been returned from BT. Cllr Horsfield expressed concern that no firm decisions had been made regarding the installation of a defibrillator. Chairman advised that Cllr Pearson was looking into the costs of the defibrillator preferred by BT. He hoped a firm decision could be made at the July meeting.

#### **6.6. Website host**

Clerk advised that she had discussed a free Wordpress website with Helen Carrier, Norfolk ALC IT officer. Chairman said he would contact Mrs Carrier to discuss further.

#### **6.7. Report on Norfolk ALC conference**

Clerk had attended the conference on 24th May at Swaffham. Copies of all presentations to be circulated in the folder. A copy of the new edition of the Good Councillors Guide, obtained at the conference, would be permanently left in the folder for reference.

#### **6.8. Overgrown hedges**

Councillors suggested several hedges that were becoming overgrown. The lavender at Lockinge was blocking vision at the junction of Station Road and The Square; the bank at Mallard Cottage was becoming overgrown with stinging nettles, etc; the hedge required cutting back at Forge Cottage at the junction of Station Road and A148. Clerk to write to all the residents where problems had been identified.

#### **6.9. Village store with Post Office**

Chairman advised that he understood the new tenants have signed a contract with the landlord, and the shop should be re-opening in July. A letter received from the Post Office advising of the temporary closure of the post office was presented. A reply to be sent to Post Office advising that it was understood that an application had been made, and it was hoped the service could be reinstated as quickly as possible.

### **7. Planning matters**

#### **7.1. Planning applications for consideration**

##### **17/01042/F**

New extension to boot/dog room at Rudham House, Broomsthorpe Road

Recommendation: support

##### **17/01042/F**

Proposed rear single storey flat roof extension at Garden House, Broomsthorpe Road

Recommendation: support

##### **17/01086/F**

Demolition of existing outbuilding and replacement with new outbuilding on similar footprint at 44 Bagthorpe Road (retrospective)

Recommendation: support

#### **7.2. Planning decisions**

None received

## **8. Financial matters and authorisation of payments**

### **8.1. Balances at 1st June 2017**

Investment Ac		576.78
Business Premium Ac		9.65
Community Ac		15754.44
Unpresented cheques		
101533	25.96	
101537	1.00	
101540	84.00	
	<b>Total funds</b>	16229.94

### **8.2. Receipts**

<b>DC</b> HMRC (repayment of VAT)	746.65
<b>100300</b> H Brett & Son (Cemetery fees)	36.00

### **8.3. Payments**

<b>101540</b> J Harris (Churchyard maintenance)	84.00
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Clerk sought authorisation for the following payments:

**DD** SSE 2 Jun (streetlight power 3 May - 1 Jun)

37.77 VAT 1.88	Subtotal	39.65
5.64 VAT 0.28	Subtotal	5.92
	<b>Total</b>	45.57

**101541** K & M Lighting Services Ltd ( streetlight maintenance Jun '17)

21.61 VAT 4.32	<b>Total</b>	25.93
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**101542** I Woods (Clerk's salary Jun '17) 233.16

**101543** A Elburn (reimbursement re Morrisons invoice for mower fuel)

38.33 VAT 7.67	<b>Total</b>	46.00
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**101545** BCKLWN (newsletter printing) 65.00

**101546** H Mines (reimbursement re Steward Safety Supplies invoice for hi viz rain jacket)

23.66 VAT 4.73	<b>Total</b>	28.39
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This authorisation was granted, cheques signed by Chairman and Cllr Dawson.

**Resolved to approve the payments.**

### **8.4. Other financial matters**

#### **8.4.1. Churchyard maintenance**

Jon Harris had carried out maintenance in the Churchyard, strimming the edges, using his own mower. Chairman to contact him again when more maintenance is required.

#### **8.4.2. SAM2 signs**

Chairman advised that, as the lead parish for the project, he had asked for all grant funding to be paid to East Rudham PC. West Rudham PC had been asked to pay their share to East Rudham PC who would then pay Westcotec and eventually reclaim the VAT.

## **9. Items from Borough Council**

### **9.1. West Norfolk Recycling Awards**

Article already included in newsletter. Poster to be displayed in notice board.

## **10. Items from County Council**

## **10.1. Temporary diversion**

A notice had advised that owing to the renewal of communications pipe in Station Road a temporary diversion had been put in place.

## **11. Items from Norfolk ALC and SLCC**

### **11.1. Weekly Norfolk ALC newsletter**

Forwarded to all Council members.

### **11.2. SLCC conference at Carrow Road, Norwich 9th July**

Council agreed for the Clerk to attend, costs shared with Helhoughton PC.

## **12. Items from Police**

### **12.1. Monthly newsletter**

For the folder.

## **13. Items regarding Open Spaces**

### **13.1. Play equipment inspection and report**

Cllr Mrs Jones had carried out the inspection since the May meeting. The occupier of the house next to the swing park had complained about ivy from the swing park affecting his wall. Chairman to speak to the parishioner.

### **13.2. Wayleave re telemetry mast near village pump**

Chairman reported that Anglian Water claimed that the mast was sited on Highways land. Chairman had asked Anglian Water to Contact Highways for clarification.

### **13.3. Redundant pole**

Natural Power had replaced the electricity pole at the junction of Station Road and A148 but the redundant pole still remained.

### **13.4. New play equipment**

All in agreement for new play equipment to be purchased. Cllr Mines suggested the new equipment should be for very small children. All in agreement for a Fenland Leisure Products brochure being obtained for consideration at July meeting.

### **13.5. Grasscutting**

Chairman advised that Bob Kendle had finished with grasscutting. John Jones had come forward prepared to take on the grasscutting on a trial period for the rest of the season. Initially maintenance would just be carried out on the Village Green and the Cemetery, but a list of all the grasscutting areas to be compiled.

## **14. Other correspondence**

### **14.1. Merchant Navy Day 3rd September**

Poster to be displayed in noticeboard

## **15. Date of next meeting**

Tuesday 18th July in the Rudhams Village Hall at 7.00pm

There being no further business Chairman closed the meeting at 9.00pm