

REEPHAM PARISH COUNCIL

Minutes of Meeting

**Reepham and Cherry Willingham Village Hall on Tuesday 28th July 2020
at 7.41pm.**

Present: Cllr D Perkins, who presided. Cllrs A Brammer, C Wilson, P Stuffins, D World, and N Ward with the Clerk Mr B Wharton.

C/Cllr I Fleetwood and D/Cllr A Welburn.

This meeting was held under strict Social Distancing rules. Member of the Public were invited but none attended.

A pre meeting under Planning was held beforehand to resolve any observations regarding Application no 141215 Walnut Tree House. Cllr P Stuffins declared an interest and took no part in the resolve. See Item 6 below.

The meeting commenced at 7.41pm.

MATTERS RAISED BY MEMBERS OF THE PUBLIC

Nil.

1. Apologies.

Cllr M Doughty (work), J Oxby (work) and B Tebbs (holidays).

2. Minutes of the Meeting held on 25th February 2020.

At the proposal by Cllr P Stuffins, seconded by Cllr A Brammer, it was resolved that the minutes be accepted.

3. Clerk's Report

The new Parish Website roll-out had been delayed and the software only just released. It may be that the Clerk will need refresher training but would see first how successful the transfers were.

Bus shelter repairs. The insurers had given the indication that they might treat the breaking of the two panes as a single incident and as such would refund all costs less the excess. Discussion ensued as to whether the replacement should be toughened glass or some other material. At the proposal of Cllr D World, seconded by Cllr C Wilson, it was resolved that True Window and Glass Centre Ltd be requested to replace the second broken pane with toughened glass.

4. Correspondence

Clerks and Councils Direct – March, May and July editions.

London Hearts – defibrillators.

Cllr Fleetwood's March and June briefs.

LCR – magazine.

Barclays – savings rates.

Lives – funding requests.

Creative Play – advertisement.

Chairman.

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LALC – News magazine.

There were 3 emails from residents.

- a) Parking on the road between the green and Pemberton's place. This is a returning problem with, seemingly, no answer as there appears to be no owner of this stretch of road to enforce restrictions. C/Cllr Fleetwood was asked to follow this through, along with the Village Green Committee.
- b) Trees at the rear of Manor Rise – branches had grown large enough to threaten the fabric of the building. The owner of the building had been informed that the offending branches could be lopped off at the edge of the property. Arisings will require clearing – Clerk to contact Glendale.
- c) A complaint, aimed at the PCC, had been received concerning damage (by strimmers) to the cemetery. This had been redirected to Reverend Green and Glendale for their attention.

5. Financial Matters

Presentation of Accounts:

Ratification of cheques signed during lock-down.

May cheques:

Glendale – grass cutting	£ 290.63
Pi – Play park inspection	£ 81.00
B Wharton – salary, etc	£ 799.44
B Wharton – Microsoft Office 365 and Norton renewals	£ 119.98
HMRC – PAYE	<u>£ 192.36</u>
	£1483.41

June cheques:

True Window and Glass Centre	£ 285.60
Glendale – grass cutting	<u>£ 581.26</u>
	£ 866.86

At the proposal by Cllr P Stuffins, seconded by Cllr C Wilson, it was resolved that these had been correctly signed

Ratification of insurance acceptance during lock-down.

Came & Co Village insurance renewal	£ 494.39
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At the proposal by Cllr N Ward, seconded by Cllr P Stuffins, it was resolved that this renewal had been correct and the cheque correctly signed.

At the proposal by Cllr D World, seconded by Cllr N Ward, it was resolved that the clerk should apply for the lower charged 3-year agreement for the cover term.

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Current cheque.

Glendale – grass cutting and path spray

£ 350.82

At the proposal by Cllr P Stuffins, seconded by Cllr A Brammer, it was resolved that this be paid.

Audit

a). Signing of Exemption from External Audit:

At the proposal by Cllr D World, seconded by Cllr C Wilson, it was resolved that this be signed.

b). Annual Governance Statement 2019/20.

Chair read out the details of the Governance Statement and at the proposal by Cllr P Stuffins, seconded by Cllr A Brammer, it was resolved that this be signed.

c). Audit Accounts 2019/20.

Chair read out the details of the Accounting Statement and at the proposal by Cllr C Wilson, seconded by Cllr N Ward, it was resolved that this be signed.

d). Internal Audit 2019/20.

Chair read out the details of the Internal Audit.

6. Planning Matters

In the absence of the Committee Chair there was no ongoing report.

The contents of the applications 140862 (Holmefield) and 141100 (Arkle House) were examined and at the proposal by Cllr A Brammer, seconded by Cllr C Wilson, it was resolved that the observation relating to these had been correctly conveyed to WLDC.

A further application 141216 had not been notified by WLDC to the clerk and this was to be circulated at the earliest opportunity for the committee members to discuss.

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Application 141215 Walnut Tree House had been discussed earlier and a request for screening if the storage facility existed beyond 3 years was made.

Neighbourhood Planning: A briefing had been circulated by Cllr D World before the meeting.

Finances: Clerk reported that the underspend on the grant had been extended and that no end of term report was required.

7. Roads and Footways

Cyclists Dismount; Clerk to update earlier quotes and present to next meeting. It was noted that a suggestion that a blue background and white lettering might be preferable.
Manor Rise to Mellows Close footpath refurbishment. A quote from JMH Ltd was presented. It was questioned whether there might be any grants available for this pathway construction. It was suggested that grants were few at present but the clerk was to consult LCC to see whether this extending pathway through from FP123 and its use by cyclists might attract some support.
White Gates for the village entry are being handled by Cllr A Brammer.

8. Field Footpaths and Bridleways

No further progress on footpaths between neighbouring communities.

9. Conservation Areas

The Village Green committee is renewed. Cllr Wilson presented an update on the erratics present on the green. There was information on the electric post and whether it could be relocated. The problems of parking alongside the green was noted. Carried to next meeting

10. Amenity Areas

Playpark re-opened, Clerk described the closure and actions ahead of the re-opening of the playpark. A notice had been located at the site giving information on usage and cleansing which will remain the responsibility of the user. A check of the equipment was performed before the gate chain was unlocked and our play inspector has been instructed to begin monthly safety checks.

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Play Park fencing: Clerk to approach the companies who had quoted for replacement for an update to present next month.

11. Business for the Next Agenda

Wildflower meadows.

Chair thanked the clerk for his work during the lock-down and for maintaining the legality of the Parish Council though the closure.

Meeting closed at 21.20pm. Next meeting Tuesday Sept 29th 2020 at 7.30pm