

REEPHAM PARISH COUNCIL

Minutes of Meeting

Reepham C of E Church on Tuesday 29 June 2021 at 7.30pm

Present: Cllrs D Perkins (Chairman); A Brammer, C Wilson, B Tebbs, J Oxby, P Stuffins, N Ward, Mrs M Vail (Clerk),

Matters raised by members of the public: There were no members of the public present.
Meeting started at 7.30pm

1. **Apologies:** Cllr M Doughty (work); D/Cllr A Welburn
2. **Declarations of Interest:** No declarations were made.
3. **Election of Vice-Chairman:**
A proposal was made by Cllr C Wilson that Cllr P Stuffins be returned as Chairman. This was seconded by Cllr A Brammer. With no other proposals, it was unanimously **RESOLVED** that Cllr P Stuffins be returned as Vice-Chairman.
4. **Minutes of Annual Meeting held on 18 May 2021**
At the proposal by Cllr B Tebbs, seconded by Cllr A Brammer, it was **RESOLVED** unanimously that the minutes be accepted.
5. **Clerk's Report**
Councillor vacancy: The vacancy continues to be advertised.
Clerk's annual leave: Clerk will be on leave for two weeks commencing 9th August.
Website assistance: The current website volunteer may be moving to a paid service under the auspices of LALC. The clerk would prefer to continue running the website and only call on assistance if needed, if this will be an option on offer. This was agreed.
Grasscutter access issues: Issues with a locked gate (barring access across railway line behind play area) have now been resolved; and the contractor can resume cutting the footpath beyond.
Station Road trees: These were reported to LCC as some appear dead or in poor health. Some remedial action by LCC appears to have been taken.
Litter – Station Road/Mellows Close amenity area: C/Cllr Fleetwood had been approached to assist, but the litter has been mown over.
Action: clerk to request C/Cllr Fleetwood and litter picking team monitor Manor Rise litter.
6. **Correspondence**
The following are to note only:
 - Clerks and Councils Direct
 - D/Cllr Welburn - June report
 - WLDC – Parish News – May
 - WLDC News Release - solar panels - new depotThe following require actions:
 - Witham Valley Access Group – walking routes for website:It was agreed these be published on the website.

- WLDC News Release – local heritage assets of interest that local communities feel should be added to a Local Heritage List:

The Parish Council considers it beneficial to contribute to this scheme. An appropriate time to proceed will be when the Neighbourhood Plan comes to the Parish Council for comment. **Action: Cllr C Wilson** to monitor for timetable and deadlines.

7. Financial Matters

a) Presentation of Accounts:

Current cheques for signature:

M Vail - June 2021 salary	£187.96
HMRC – June 2021 PAYE	£ 47.00
Clerk's homeworking allowance – April -June 2021	£ 15.00
Clerk's expenses – paper	£ 8.13
LALC – Local Council Review 21/22 publication	£ 17.00
Sage Payroll x 2 months	£ 4.04
Play area Inspections March and April	£ 48.00
TOTAL	£ 327.13

At the proposal by Cllr A Brammer, seconded by Cllr B Tebbs, it was **RESOLVED** that these cheques be signed. **Action: clerk**

b) Update on bank mandate and online bank access:

The clerk, Cllr D Perkins, Cllr B Tebbs and Cllr A Brammer are added to the mandate. Progress is underway to enable the abovementioned to conduct online banking transactions. **Action: clerk**

8. Planning Matters

Report from Planning Committee: No new applications have been received.

Approved applications:

- 142117, the old airfield, solar farm, approved by WLDC on 27th May with conditions
- 142742, 19 Hawthorn Road, approved by WLDC on 19th May
- 142809, 78 Hawthorn Road, approved by WLDC on 8th June.

Good's Farm Development: Nothing to report

Neighbourhood Planning Group – update, finances, website:

Work is ongoing to produce a finalised draft for circulation in July - Nev Brown at WLDC will receive a copy. Nothing to report on finances.

At the request of the NP Group Chair, an additional item has been placed on the website. It was noted that the NP Group Chair is communicating with a complainant.

9. Roads and Footways

Mellows Close to Manor Rise footpath: WLDC can offer match funding; and suitable grants are being sought to allow the path to be brought up to the same standard as the Station Road to Mellows Close footpath.

Noted that the vegetation behind Manor Rise is extremely high. **Action: clerk. Action: all** to monitor

Village gate/SID: Three quotes have been received ranging between £1969.00 + VAT and £3726 + VAT. A Lincolnshire Road Safety Partnership representative will site visit to recommend the best locations; after which the correct mounting posts can be ascertained.

Action: clerk to reissue the three quotes with the July agenda.

LCC have written regarding repositioning the 30mph limit zone on Fiskerton Road. All present agreed that the Parish Council response should be to move it to the parish boundary. **Action: clerk**

Junction Mellows Close/High Street – update on double yellow lines:

A request for the double yellow lines has been submitted to LCC Highways via C/Cllr Fleetwood; and a response is awaited.

E-mails from two resident were then read out. The first concerns parking at the entrance to Beck Hill; and the clerk is to request LCC assistance in this matter via C/Cllr Fleetwood.

The second concerns parking by school parents at Manor Rise. It was noted that a Public Parking Forum is held at the start of the March and September meetings. **Action: clerk**

10. Field Footpaths and Bridleways

LCC update re footbridge repairs – FP129: LCC inspected the footbridge on 15th June; and have raised a job to effect repairs by late August or early September following the harvest. Meanwhile, LCC will monitor the footbridge.

It was noted that the surface on FP109 (bridleway) is in terrible condition. **Action: clerk**

LCC Public Rights of Way Grass Cutting: LCC's grass cutting schedule had been circulated. They request that any concerns are reported within a day or two of a cut; which allows LCC to inspect before the vegetation regrows.

11. Conservation Area

Village Green: No progress to report.

Consider any quotes for village green – no parking signage: Two quotes, with artwork, had been received. At the proposal by Cllr A Brammer, seconded by Cllr J Oxby, it was resolved unanimously to approve the quote of £85.89 + VAT from Allen Signs. **Action: clerk**

12. Amenity Areas

Playpark fencing: The contractor has reported that the new fence does have ground clearance, albeit slim in places. **Action: Cllr D Perkins** to inspect.

Internal play inspections – March, April and June: No issues were raised.

Consider EKM quote of £350 + VAT to reset gate: A second quote of £540 + VAT has been submitted, which will apply if the gate is concreted in between the posts; requiring the whole gate to be broken out; not just one end. **Action: Cllr N Ward** to inspect.

Annual external play inspection 2022 – reserve now for 2021 price of £83.40:

At the proposal by Cllr A Brammer, seconded by Cllr B Tebbs, it was resolved to reserve now. **Action: clerk**

13. Smooting Lane: Cllr A Brammer spoke on its current state and condition; traffic concerns; and what Smooting Lane means to the village. Cllr C Wilson referred to 'quiet lanes' legislation. **Action: clerk** to write to LCC.

14. Business for next Agenda: None

15. Date of next meeting: 27 July 2021 at 7.30pm, Reepham C of E Church

Meeting ended at 8.45pm

Mrs Michelle Vail, Parish Clerk/RFO 8 July 2021