

# REEPHAM PARISH COUNCIL

## Minutes of Meeting

Reepham C of E Church on Wednesday 26 January 2022 at 7.30pm

**Present:** Cllrs D Perkins (Chairman); A Brammer, N Ward, B Tebbs, L Searle, Mrs M Vail (Clerk); D/Cllr A Welburn, and C/Cllr I Fleetwood.

**Absent:** Cllr J Oxby. There were no members of the public.

**Matters raised by members of the public:** No members of the public were present.

*Meeting started at 7.30pm*

1. **Apologies:** Cllrs M Doughty, P Stuffins, C Wilson

2. **Declarations of Interest:** None.

3. **Minutes of Meetings held on 29<sup>th</sup> and 30<sup>th</sup> November 2021:**

At the proposal by Cllr A Brammer, seconded by Cllr B Tebbs, it was **RESOLVED** unanimously that the minutes be accepted.

4. **Clerk's Report**

**Noticeboard; handyman** – The Chapel Close noticeboard remains out of action, and three others require treating. A local person has expressed interest in undertaking parish council jobs.

At the proposal by Cllr D Perkins, seconded by Cllr B Tebbs, **RESOLVED** unanimously to engage him for Chapel Close noticeboard repairs at £20.00 per hour, then to review. **Action: clerk**

**Witham IDB response ref taking on ownership for beck up to LEB** – They have advised that they have no remit to take on ownership of the watercourse. The only remit the IDB has here is for consenting and enforcement. **Action: Clerk**

**LCC response re County News FOI request** - Design, print and distribution costs for 2020-2021 were £193,600.03; and recoverable costs were £2,300. These costs exclude staff time on content; and income does not include cost savings to LCC from information included in County News. **Action: Clerk**  
D/Cllr Welburn noted that WLDC had pulled out of County News as it did not represent value for money for them.

**WLDC Queen's Green Canopy tree project – update on tree for parish - A**  
White Beam (Sorbus Aria) sapling will be provided for planting in February. The planting event can be recorded at <https://queensgreencanopy.org/>.

**WI request if there is parish council land on which they could plant a Jubilee tree.** A small ornamental tree could go on land on Fiskerton Road; and so the WI should advise what species of tree it would like; for consideration. **Action: Clerk.**

**Consider clerk's request ref printing** - At the proposal by Cllr A Brammer, seconded by Cllr B Tebbs, it was **RESOLVED** unanimously to approve in principle to increase the Clerk's homeworking allowance by up to £5 per month to cover costs of printing/paper on the Clerks' own printer (this being cheaper).

## 5. Correspondence

**To note only:** D/Cllr Welburn: Jan/Feb reports. WLDC Parish News (Dec/Jan News)

D/Cllr A Welburn noted availability of WLDC's Jubilee grants. **Action: Clerk**

## 6. Financial matters

### a) Presentation of Accounts for Payment:

M Vail – Jan salary	£187.96
Sage payroll, Jan	£ 8.40
LALC - New Councillor training on 8 Feb	£ 27.00
EKM – Play Inspections 27.09.21, 25/10/21 and 01/12/21	£108.00
EKM – Play Inspection 30.12.21	£ 60.00
<b>TOTAL</b>	<b>£391.36</b>

At the proposal by Cllr N Ward, seconded by Cllr B Tebbs, it was **RESOLVED** unanimously that the abovementioned accounts be paid.

**Action: Clerk, Cllr B Tebbs**

b) **Update on online bank access:** In hand.

### c) To approve grass cutting quotation of £2619.20 exc Vat:

At the proposal by Cllr A Brammer, seconded by Cllr B Tebbs, it was **RESOLVED** unanimously to accept the grass cutting quotation. **Action: Clerk.**

### d) To approve hedge and weed spray work of £1365.44 exc VAT:

At the proposal by Cllr N Ward, seconded by Cllr L Searle, it was **RESOLVED** unanimously to accept the hedge and weed spray quotation. **Action: Clerk.**

## 7. Planning Matters

### Report from Planning Committee:

#### Decisions:

- 143858 - 20 Station Road – granted 2/12/21
- 143301 - Land to the West of Reepham Village Hall - dog exercising park - granted 6/1/22 with condition attached. Thanks were extended to councillors for getting this condition included.

#### New applications:

- 144080 - 6 Chapel Close – remove garage and replace with single storey extension including bedroom within the roof space - comments submitted
- 144101 - 5 High Street – conversion and extension of garage/showroom to form office/annexe, including other alterations - comments submitted
- 86 Hawthorn Avenue – 143960 - remove boundary hedge and erect fencing - a response at time of writing is yet to be submitted to WLDC.
- 144170, existing solar farm - relates to reducing the size/extending life by 4 years to 2054 – no comments

All planning applications can be viewed on WLDC's website.

**CIL update** – CIL explanatory notes by WLDC had been circulated. There is currently only one CIL liable development within Reepham.

**Goods Farm Development** - Nothing to report.

**Neighbourhood Planning Group – update, finances, website** – D/Cllr Welburn advised that the Conservation update is nearly finished; and that

permission has been granted to allow for finishing this update work, to be paid for via the NP Group.

## 8. Roads and Footways

**Mellows Close to Manor Rise footpath** – holding item

**Village Gate/SID – update, verge ownership, IGAS/WLDC grant**

**applications** – Cllr A Brammer has been liaising with the LRSP. WLDC have approved a match funding grant of £1000.00. A decision is awaited on a grant application to IGAS for £2000.00; and WLDC's offer letter has been forwarded to them. **Action: Clerk** to forward letter to Cllr A Brammer.

A streetlight outside the church has been reported to LCC.

## 9. Field Footpaths and Bridleways:

109 is impassable. **Action: Clerk** to report.

## 10. Conservation Area

**Village Green** – no further progress as the Group still needs to meet.

## 11. Amenity Areas

**Internal play inspections:**

The December inspection report has been received; and the contractor has not responded to enquiries for a price reduction. The parish council's insurer has not responded regarding the minimum number of internal inspections required per annum. Agreed to propose quarterly visits to the insurer and await their response. **Action: Clerk** to chase. **Action: Clerk** to investigate LALC course for new play area inspectors.

**Gap fill of tiled play surface area:** Holding item

**Resetting gate:** Cllr A Brammer had supplied a quote. **Action: Cllrs A Brammer, N Ward and D Perkins** to meet on site.

## 12. Annual litter pick:

Date set as 3<sup>rd</sup> April 2022; with Cllr N Ward's yard to be used to store collected rubbish. Thanks were extended to Mrs Ward for her litter picking efforts.

## 13. Village hall defibrillator box: Item not discussed.

Noted that the school's defibrillator would benefit from lighting to make its location obvious. **Action: clerk**

## 14. Business for next Agenda: None.

Thanks and appreciation were given to the Xmas tree team for their recent efforts.

## 15. Date of Next Meeting: 23 February 2022

*Meeting ended at 8.28pm.*

Mrs Michelle Vail, Parish Clerk/RFO 08 February 2022