

REEPHAM PARISH COUNCIL

Minutes of Meeting

Tuesday 28 February 2023 at 7.30pm in Reepham Methodist Chapel

Present: Cllrs D Perkins (Chairman), M Doughty, N Ward, B Tebbs, A Brammer, C/Cllr I Fleetwood, D/Cllr A Welburn, Mrs M Vail (Clerk). There were no members of the public.

Matters raised by members of the public: No members of the public in attendance.

Meeting started at 7.30pm.

1. **Apologies:** Cllr L Searle, Cllr J Oxby, Cllr C Wilson, D/Cllr C Darcel, D/Cllr C Hill

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

3. **Minutes of Meeting held on 31 January 2023:** At the proposal by Cllr A Brammer, seconded by Cllr M Doughty, it was **RESOLVED** unanimously that the minutes be accepted, with one minor amendment (item 14).

4. **Clerk's Report:**

Parish Cluster meeting on 20 February 2023 with Community Police Inspector - Seven local parish councils attended. Speeding, theft and ASB were identified as the current priorities; and police resources are to be targeted where possible.

Communication with the parishes is to be improved, with the police planning to visit local groups to impart information relevant to each group's attendees.

Annual Litter pick – To be advertised on Facebook and via the usual parish council channels as taking place on 26th March 2023 (meet at 10am at the village hall). C/Cllr I Fleetwood advised of a recent litter pick from Croft Lane to the bypass. Noted that the village litter picker carries out sterling work, therefore it was agreed to write a letter of thanks. **Action: Clerk.**

Coronation of King Charles III – it was agreed to write a letter of congratulations to the King. **Action: Clerk**

SID – C/Cllr I Fleetwood was thanked for his assistance with installing the second SID on Fiskerton Road. He has also extracted data from both SIDs (circulated by Clerk) which show speeds to be higher on Kennel Lane.

Noticeboards – Station Road noticeboard requires repair. **Action: Clerk** to obtain quote. Noted that the noticeboard on the Green can become unusable in wet weather; therefore may not always show current information.

Clerk's annual leave – w/c 20th March 2023

Elections 2023 – noted that these will take place in May 2023. C/Cllr I Fleetwood offered to deliver individual nomination forms to WLDC, if needed.

5. **Correspondence**

To note only:

D/Cllr Welburn – February and March reports.

LCC grass cutting contribution - LCC will contribute £601.86 for 2023-24.

A resident has advised that the path running behind Mellows Close to the school playing field became unusable in 2022 due to household plants growing across it. **Action: all** to inspect. Item for next agenda. **Action: Clerk**

6. **Financial matters**

a) **Presentation of Accounts for Payment:**

M Vail – Feb salary	£ 222.63
PAYE – Feb	£ 55.60
Clerk's printing costs	£ 2.60
Clerk's homeworking expenses	£ 15.00
Sage payroll, Jan	£ 8.40

At the proposal by Cllr N Ward, seconded by Cllr M Doughty, it was **RESOLVED** unanimously to approve payment of the abovementioned accounts. **Action: Clerk, Cllr B Tebbs.**

b) Request to pay £55.55pa for regular one-page article in Reephram News:

At the proposal by Cllr N Ward, seconded by Cllr M Doughty, it was **RESOLVED** unanimously to approve an annual payment of £100.00. **Action: Clerk, Cllr B Tebbs**

7. Planning Matters

Report from Planning Committee:

New application: 146140 – 1 Meadow Close: a response of ‘no objections’ has been submitted to WLDC.

Goods Farm Development – planning application 145047, ratify time-sensitive response submitted to WLDC:

At the proposal of Cllr A Brammer, seconded by Cllr N Ward, it was **RESOLVED** to ratify the time sensitive response submitted to WLDC on 9th February 2023. Noted that a further amendment has since been requested by the applicant, but that the original issues outlined by the Parish Council have not been addressed. **Action: D/Cllr A Welburn** to submit a ‘call-in request’ to WLDC.

Neighbourhood Planning Group – an updated end of grant report has been submitted to Groundworks UK, with a cut-off date for expenditure of 31st March 2022. Therefore, the following requires attention:

i. Approve repayment of unspent portion of grant (£1408.21) to Groundwork UK:

At the proposal by Cllr A Brammer, seconded by Cllr M Doughty, it was **RESOLVED** unanimously to repay £1408.21 of unspent grant monies to Groundworks UK. **Action: Clerk**

ii) Note that two invoices (£99.00 and £76.80, already paid) cannot be claimed as part of the grant; and approve associated required additional expenditure:

Noted that this expenditure fell after the abovementioned cut-off date, and that all bar £15.80 can be covered from petty cash monies held by the NPG.

At the proposal of Cllr A Brammer, seconded by Cllr N Ward, it was **RESOLVED** to approve the additional expenditure of £15.80. **Action: Clerk**

8. Roads and Footways

Mellows Close to Manor Rise footpath – holding item

Mellows Close yellow lines – holding item

Smooting Lane – the requested road sweep (ref: SCR_466304385) has been chased up again with WLDC, who have advised that the relevant team have been made aware.

Meadows Lane – Cllr A Brammer has spoken with Mr P Good who has raised concerns regarding the suggestion to install a road sign(s). The Parish Council would be consulted about future street names. Agreed to keep this item ‘on hold’ whilst Manor Farm matters progress.

SIDs – Lincolnshire Road Safety Partnership have suggested use of a ‘passive type’ 30mph sign to augment the SIDs. At the proposal by Cllr A Brammer, seconded by Cllr M Doughty, it was **RESOLVED** unanimously to purchase two such signs at £20.00 in total. **Action: Clerk. Action: Cllr A Brammer** to erect.

Parking concerns: Mellows Close (Cllr L Searle); Chapel Close (resident to attend next Parking Forum); school parking (resident phone call) - Noted that, at the recent Parish Cluster meeting with the Community Police Inspector; those present had strongly supported action in respect of parking outside schools. The Inspector had advised that

the police can only enforce matters when a Traffic Regulation Order exists. It was suggested that a letter signed jointly by other parish councils to LCC may carry more weight. **Action: Clerk** to draft letter for circulation to the other parish councils.

Land to west of Fiskerton Road: fence – noted that planning permission is required to vary changes made from the approved planning application, but that the post and rail fence to the front of the property in question apparently does not. At the proposal by Cllr D Perkins, seconded by Cllr A Brammer, it was **RESOLVED** that the Clerk ask WLDC to justify why they have approved a wholly inappropriate fence and rail fence on an area of land that's only lawful use is as a landscape buffer along the access road. **Action: Clerk**

New houses on corner of Kennel Lane – Noted that these are being marketed as 1 and 2 Manor Farm Cottages, but that Cllr N Ward already owns Manor Farm Cottages located off the double bends on Kennel Lane near to Manor Farm. At this point, Cllr N Ward declared an interest. At the proposal by Cllr D Perkins, seconded by Cllr A Brammer, it was **RESOLVED** that the Clerk advise both WLDC and the Post Office of this situation. **Action: Clerk**

9. Field Footpaths and Bridleways:

Cllr N Ward confirmed that the route of the public right of way through Manor Farm to Kennel Lane, currently unclear, was being addressed.

10. Conservation Area

Village Green – Up to £10,000.00 can be applied for online from the National Lottery; and there is a 12-week timeframe to receive a decision. Contact details and a bank statement need to be provided. At the proposal by Cllr D Perkins, seconded by Cllr B Tebbs, it was **RESOLVED** that Cllrs A Brammer and M Doughty be approved as contacts. **Action: Clerk** to provide bank statement.

HGV activity – no response has yet been received from the HGV company. Cllr A Brammer has been advised that the arrangement is open-ended; and that the parking location had had to be moved.

11. Amenity Areas

Play park – No issues had been noted at the February inspection, other than mole activity. **Action: Cllr A Brammer**

Trees on bank at Manor Rise – these have been removed.

12. Business for next Agenda:

Jubilee tree - **Action: Cllr M Doughty** to monitor. Item for next agenda. **Action: Clerk**

Xmas – the tree team and Santa were thanked for their excellent work. Cllr A Brammer has returned some failed tree lights to the supplier for inspection.

13. Date of Next Meeting: 28 March 2023 at 7.30pm in the Methodist Chapel

14. Resolve to move into Closed Session as the following item contains information of a confidential or sensitive nature:

At the proposal of Cllr A Brammer, seconded by Cllr N Ward, it was **RESOLVED** to move into Closed Session. At 8.25pm D/Cllr A Welburn and C/Cllr I Fleetwood left the meeting.

15. To consider applications to the vacant post of parish councillor:

Noted that two applications had been received. At the proposal of Cllr D Perkins, seconded by Cllr A Brammer, it was **RESOLVED**, due to there being only one more meeting scheduled before the elections in May 2023, to advise both applicants that a decision to appoint to the vacancy had not been taken at this meeting. **Action: Cllr D Perkins, Clerk.**

Meeting ended at 8.32pm.

Mrs Michelle Vail, Parish Clerk/RFO 15 March 2023