

**Minutes of the Meeting of Reepham Parish Council held on
Tuesday 31 October 2023 at 7.30pm in Reepham Methodist Chapel**

Present: Cllrs D Perkins (Chairman), A Brammer, B Wharton, C Wilson, N Ward, H Gee, C/Cllr I Fleetwood, D/Cllr M Palmer, D/Cllr T Bridgwood, Mrs M Vail (Clerk).

There were three members of the public.

Meeting started at 7.30pm.

Matters raised by members of the public:

One resident spoke in respect of village speed limits, including to note that the Neighbourhood Plan survey had returned 65% of responding residents as being concerned about the speed of vehicles in the village. The High Street has a narrow pavement on one side of the road, which adds to the concern about speeding vehicles. Previously reported matters via Widen My Street do not appear to have been acted upon.

1. **Apologies:** Cllrs M Doughty, D Davies, J Oxby

2. **Declarations of Interest:** Cllr D Perkins in respect of planning application 147284: Lawris Cottage, 34 High Street, as he has assisted the resident.

3. **Minutes of Meeting held on 26 September 2023:**

At the proposal by Cllr A Brammer, seconded by Cllr B Wharton, it was **RESOLVED** that the minutes be accepted, and they were duly signed.

4. **Clerk's Report:**

Council-specific email addresses: Cllr N Ward confirmed that he would be moving to his Council email address. Cllr M Doughty is still to confirm his intentions.

Star Energy (IGAS) response re single-track lane behind Cherry Tree Garden Centre/Café (litter and parking in passing places): Whilst staff and visitors to the site are reminded to be mindful of the speed limit and be respectful of neighbours, the public also use this lane and may be contributing to the issues raised with Star Energy.

Methodist Church: a loaned device to aid hearing is to be trialled at Fiskerton PC. If successful, it can be borrowed for a try-out at a Reepham PC meeting.

Publishing SID data on website and in Reepham News: the data has been published on the website, and a report has been submitted to Reepham News.

5. **Correspondence:**

To note:

Neighbourhood Policing Model: A 'new' model will focus on Evidence Based Policing which will allow police resources to be appropriately targeted.

WLDC Polling Review: This is a review of polling districts, polling places and polling stations, including disability accessibility, to be completed by 31 January 2025.

Action Required:

Bus shelter opposite Kennel Lane junction: following matters raised by a resident; a quote will be obtained for a twice-yearly clean of the Kennel Lane/High Street bus shelter. **Action: Clerk**

Parish Council engagement session via Microsoft Teams (14 Dec 2023): agreed that Cllr A Brammer will attend this session, and to ask Cllr D Davies as back-up.

Action: Clerk

Star Energy Community Fund 2024: Item deferred to next meeting.

Witham Valley Access Group (WVAG) – notes of the WVAG September meeting have been circulated. A request to annotate a supplied map with areas for improvement was noted. Noted that the WVAG works towards improving connectivity between Fiskerton, Reepham and Cherry Willingham.

Additional signage for Fiskerton Road/Litter Picking: following consideration of a resident's letter, agreed to write to LCC to request new signage on Fiskerton Road to advise drivers of people walking in road.

The same resident has praised Reepham's litter picker, sentiments which are fully endorsed by the Parish Council. She is to be advised where to obtain litter picking equipment to aid her efforts in keeping the village tidy. **Action: Clerk**

Footpath Condition/Overhanging Vegetation along Fiskerton Road: following consideration of a resident's letter, noted that the condition of the footpath has previously been reported to LCC without result. **RESOLVED** to report the footpath again to LCC. Overhanging vegetation will also be reported to LCC, and a request to residents to keep hedges and shrubs cut back will go to Reepham News. **Action: Clerk**

Financial matters

a) Presentation of Accounts for Payment:

M Vail – Oct salary	£ 222.63
PAYE – Oct	£ 55.60
Sage payroll, Oct	£ 9.60 (inc. £1.60 VAT)
Glendale, Sept grass cutting (Invoice 4217)	£ 333.15 (inc. £55.52 VAT)
TOTAL	£ 620.98 (inc. £57.12 VAT)

b) Income April - Sept:

Precept	£ 9220.00
Lottery Grant	£10,000.00
HMRC VAT Reclaim	£ 1056.03
Interest, June	£ 102.22
Interest, Sept	£ 156.62
TOTAL	£ 20,534.87

At the proposal by Cllr H Gee, seconded by Cllr N Ward, it was **RESOLVED** that these accounts be paid. **Action: Clerk, Cllr A Brammer.**
The Income was noted.

c) Budget and Precept 2024 – 25 – estimate and final figure:

A draft budget was considered.

At the proposal of Cllr A Brammer, seconded by Cllr H Gee, **RESOLVED:**

- 1) to approve a budget totalling £11,476.11
- 2) to approve the submission of both the estimate and final precept demand forms to WLDC for a precept of £9220.00. This is unchanged from the 2023/24 precept figure and will not increase cost to the parishioners. The budget shortfall of up to £2256.11 to be met from Reserves if and as required. **Action: Clerk**

d) Consider appointing a third bank signatory:

At the proposal by Cllr A Brammer, seconded by Cllr B Wharton, it was **RESOLVED** to appoint Cllr H Gee as a bank signatory to mitigate seasonal difficulties in authorising payments. Noted that Cllr H Gee will need to be replaced as the verifier of bank statements. **Action: Clerk, Cllr H Gee.**

6. Planning Matters

Report from Planning Committee:

147284: Lawris Cottage, 34 High Street: Listed building consent to replace 1no. rear window (Cllr D Perkins has declared an interest in this item).

147466: Land South of Wragby Road East, North Greetwell: Application for approval of reserved matters to erect 3no. dwellings considering access, appearance, landscaping, layout and scale, following outline permission 141813 granted on 07 December 2020.

At the proposal by Cllr A Brammer, seconded by Cllr B Wharton, **RESOLVED** to submit a response to WLDC on the above two planning applications of 'No Comments'. **Action: Clerk**

Goods Farm Development: nothing to note.

147131: Construction/operation of Battery Energy Storage System: Land south of Barfield Lane Reepham:

Comments on this application from a resident had been circulated. After consideration, at the proposal by Cllr A Brammer, seconded by Cllr B Wharton, **RESOLVED** to note these comments and to urge WLDC to engage the appropriate authority to provide verification, or otherwise, the concerns raised. **Action: Clerk**

WLDC response re wooden fence adj 58 Fiskerton Road Reepham:

WLDC have this as an open file; and are seeking an update and timescale from the agent of the new owners so as to seek to resolve this issue.

Any response from Conservation Officer – timescale for conservation area appraisal:

A draft appraisal has been completed for internal review at WLDC, but a timescale is not available at this time.

Reepham Neighbourhood Plan (NP) Steering Group:

- **submission of final documentation for delivery to WLDC - PC to discuss and agree its actions to enable this to proceed.**
- **update, finances, website:**

An update on the draft NP (comprising several documents) was given to the meeting. It was noted that feedback following the Regulation 14 consultation has been incorporated into the updated draft plan. There are no radical changes to the NP, and some new documents have been added. The Parish Council must resolve to submit this body of work to WLDC ahead of a Regulation 16 referendum.

Councillors then provided comments after which it was **RESOLVED** at the proposal of Cllr A Brammer and seconded by Cllr H Gee, to approve the Neighbourhood Plan Steering Group to submit the final documentation to WLDC, and to copy the Clerk into all correspondences. The documents will be available to view on the Parish Council website and publicised in Reepham News. **Action: Reepham**

Neighbourhood Plan Steering Group, Clerk.

Congratulations and thanks on behalf of the village were extended to the Reepham Neighbourhood Plan Steering Group on an impressive portfolio of work; and noted that the heavy workload had been undertaken by a small number of residents who had shown perseverance in difficult times.

7. Roads and footways

Mellows Close to Manor Rise footpath – holding item

Mellows Close yellow lines – holding item

Meadows Lane – holding item

Feedback from LCC on following:

- **Bus shelter for Lincoln bound travellers at the bus stop on Fiskerton Road:**
LCC's Transport Services Group is investigating the viability of a bus shelter at this location.
- **Request for warning signage re. bend next to 11 High Street:**
LCC have advised that it considers the existing signage and lining to be more than adequate to allow drivers to navigate the bend safely. The placement of advanced bend warning signs is governed by requirements as laid out in the Traffic Signs Manual and there is no requirement to sign or line such locations unless LCC considers there is a significant safety issue.

- **support of resident's request for speed reduction from 40mph to 30mph from Village Hall towards Kennel Lane:**

- **a 20mph zone outside the school:**

LCC have advised that a Traffic Regulation Order would be required for each of the above two items. **Action: Clerk** to approach C/Cllr I Fleetwood with these requests for him to pass on to LCC if he supports them.

Road sweep: Noted.

Kennel Lane street sign – Action: Clerk to report to WLDC due to the posts being damaged.

8. Field Footpaths and Bridleways

Reepham /Greetwell PF 131:

- **any start date from LCC re planned improvements**
- **relocate and refurbish PC noticeboard**

The footpath will be closed for path resurfacing and gate installation for 5 days between 20 November and 25 December 2023. **RESOLVED** at the proposal of Cllr A Brammer and seconded by Cllr N Ward that the handyman removes and refurbishes the adjacent noticeboard during this period. **Action: Clerk, handyman.**

Footpath between Fiskerton Road and Meadow Close: LCC are investigating a report of trees overhanging this footpath.

Footpath to airfield – footbridge has rotten handrails. Action: Clerk to chase LCC for an update.

9. Conservation area

Village Green: three quotes have been circulated. Two are updated quotes, and the revised third quote arrived too late for circulation for this meeting. All are based on the same specification but with differing solutions. Agreed to defer item to January 2024 meeting.

Tree Protection Order list: the up-to-date list has been circulated, and appears to include all relevant trees.

10. Amenity areas

Play area inspections: no issues to report.

Jubilee tree: RESOLVED at the proposal of Cllr A Brammer and seconded by Cllr N Ward to approve purchase of a replacement whitebeam tree at ££72.50 + £18.80 delivery. **Action: Clerk**

11. Xmas planning: Nothing to report.

12. 2024 Meeting dates: all Tuesdays: 30th Jan, 27th Feb, 26th Mar, 14th May, 25th June, 30th July, 24th Sept, 29th Oct, and 26th Nov

The above-mentioned dates were noted. **Action: Clerk**

13. Business for next agenda:

Xmas tree risk assessment; approve financial risk assessment; footpath query ref. planning application 147131; Meadows Lane site.

14. Date of next meeting

28 November 2023 at 7.30pm in the Methodist Chapel

Meeting ended at 8.37pm

Mrs Michelle Vail, Parish Clerk/RFO 13 November 2023