



East Rudham Parish Council

Annual Meeting of the Parish Council

Meeting Minutes

Tuesday 18 May 2021, following the Annual parish Meeting

Parish Councillors present: Tony Elburn , Malcolm Pearson MBE, Hedley Mines, Sue Jones, Rosemary Weeks, Pauline Daisley Brown. Also in attendance: Jodie Bond (Parish Clerk) there were 3 members of the public.

1. To elect a Chairperson for the coming year

Clerk invited nominations for the office of Chairman. Cllr Elburn was nominated by councillors' present and it was agreed to elect Cllr Elburn to serve as Chairman for the coming twelve months. Proposed by Cllr Weeks and seconded by Cllr Jones. Cllr Elburn thanked councillors and signed his declaration of acceptance. Cllr Elburn took the remainder of the meeting as Chairman.

2. To elect a Vice-Chairperson for the coming year

Cllr Elburn invited nominations for Vice-Chairman. Cllr Pearson was nominated by Cllr Weeks and seconded by Cllr Jones. With no further nominations, all agreed to elect Cllr Pearson to serve as Vice-Chairman for the coming twelve months.

3. Welcome and to receive apologies for absence

The Chairman welcomed those present.

Apologies received from Rachel Wade, John Dawson, Chris Morley (Borough Councillor) and Michael Chenery (County Councillor). Apologies Accepted.

Cllr Pearson wished to thank Cllr Elburn for all of the work he does, over and above the requirement of a Parish Councillor.

Cllr Elburn advised that Cllr Bramley has resigned from the Council. Cllr Elburn wished to thank Cllr Bramley for his help and support during his time on the Parish Council.

4. To receive declarations of interest in items on the agenda and consider any requests for dispensations

There were none.

5. To approve the minutes of the meeting held on 20 April 2021

The minutes were approved without amendment.

6. To report progress on items not on the agenda from the last meeting

There were none.

7. Open forum for Public Participation: an opportunity to hear from members of the public

Please refer to the Annual Parish Meeting minutes.

8. To receive updates from council members

8.1 Jack's Lane Windfarm Community Fund

Cllr Elburn advised that since our last meeting it is hoped that the decision on bids would be made during late May instead of June.

Following Cllr Bramley's resignation there is an opening on the committee for a representative for the Parish Councillor and Cllr Elburn advised that Cllr Pearson agreed to stand in as an interim measure to keep things moving. It was agreed to wait until all Parish Councillors are present to formally agree a permanent representative on the committee going forward.

8.2 SAM2

Cllr Mines report is as follows: -

Site is Station Road, monitoring Northbound traffic.

	Latest	Previous
Dates	24/03/2021 to 21/04/2021	3/12/2020 to 31/12/2020
85 th percentile	33.5mph	30.5mph
Max speed	50mph at 19:35	50mph at 13:40
No. vehicles	8483	13568
%>30mph	33%	15%

Cllr Mines explained that the SAM2 only records the speed of vehicles, not the type of car etc. There are four main locations that the SAM2 is rotated between. It does not display more than 3mph below the speed limit and once you hit 40mph it says 'Reduce Speed' to discourage people from speeding and attempting to 'beat their previous speed'

Cllr Mines has forwarded the rota to the clerk to share with West Rudham Parish Council.

8.3 Conservation Area in Churchyard

Cllr Daisley Brown is still awaiting to hear from NWT. They are looking to plant native trees instead of wildflowers. There has been some concern about wildflowers looking 'messy' and the maintenance required of their upkeep. There are schemes available to encourage people to plant native trees. Cllr Elburn asked Cllr Daisley Brown to contact the church authority prior to any trees being planted, for their guidance and or consent if required.

8.4 Village Christmas Tree

No further update

9. Open Spaces & Highways Issues

9.1 Village green

The fencing has now been completed and the final invoice has been received.

Cllr Pearson advised that a parishioner on the south side of the green has difficulty turning out of their gateway if a car parks opposite, and has requested help. Cllr Pearson suggested that a chain is erected with a small sign saying 'no parking' to replace the existing traffic cones, which would look much better too. Yellow lines would not be suitable as they would not be easily policed. The

parishioner has offered to contribute towards the cost. It was suggested that we contact Highways for their guidance and consent in the first instance. All agreed.

The picnic tables continue to be successful and well used. Flower donations for the tables would be gladly received.

9.2 School access - PPS fund update

Please refer to the Annual Parish Meeting minutes.

9.3 UK Power Networks - Proposed Undergrounding Project update

No further update yet and are waiting to hear whether they will accept our proposal for the new site.

10. Playpark update

ROSPA have confirmed they will be carrying out the annual play equipment inspection in June 2021. We are still awaiting news about the funding.

11. East Rudham Cemetery

The tree pruning will be put back until the autumn, however one cherry tree may be pruned sooner, as it is overhanging the path.

11.1 Review burial fees

Following discussion, the Council RESOLVED not to increase the burial fees at this time. It was last changed in 2019. Cllr Elburn recommended that they are reviewed again next year.

12. Newsletter

Cllr Weeks advised that the newsletter is almost ready to go to print. If there are any last minute items for inclusion please get them to Cllr Weeks within the next few days. Clerk to forward a report to Cllr Weeks within the next day or two.

13. Planning Matters

Land to the rear of the Butchers shop on Station Road (Smoke Houses).

No further update received.

No further update received from BC or NCC regarding the signage and public access to Back Lane.

13.1 To receive results of applications.

20/01833/F The Firs 32 Bagthorpe Road East Rudham King's Lynn Norfolk PE31 8RA

Proposed addition of part first floor to barn conversion approved under ref: 18/00379/F

PC comment - Supports | KLWNBC decision – Granted

21/00182/F Broomsthorpe Hall Tatterford Road Broomsthorpe East Rudham Norfolk PE31 6TQ

Variation of Condition 9 of Planning Permission 13/00514/F: Conversion of redundant agricultural buildings to 6 residential dwellings

PC comment - Supports | KLWNBC decision – Pending

DRAFT until agreed at next meeting

21/00175/RM Land NW of St Patricks Villa Back Lane East Rudham Norfolk
Pair of detached self-build dwelling and garages
PC comment - Supports | KLWNBC decision – Pending

21/00263/F . 15 Eye Lane East Rudham King's Lynn Norfolk PE31 8RJ
Proposed side extension
PC comment - Supports | KLWNBC decision – Withdrawn

21/00233/F The Close Station Road East Rudham Norfolk PE31 8SU
An open fronted timber framed garden room
PC comment - Supports | BCKLWN decision – Granted

21/00498/F | Land NE of 5 Eye Lane and S of The Bungalow Fakenham Road, East Rudham Norfolk
Proposed residential development
PC Comment – Supports with some highway concerns | BCKLWN – Pending

13.2 To receive applications for consideration

21/00729/F | Broomsthorpe Hall, Tatterford Road, East Rudham
REMOVAL OR VARIATION OF CONDITION 9 OF PLANNING PERMISSION 13/00514/F: Conversion of
redundant agricultural buildings to 6 residential dwellings
PC Comment – Supports | BCKLWN – Pending

14. **Correspondence**

- Parishioner enquiry for new dog bin and grit bin in Coxford – It was agreed to obtain prices and decide what we can do and whether it may have to wait until our next financial year.
- Parishioner letter regarding the development to the rear of the butcher shop (Smoke Houses) – Cllr Elburn read out the content of the letter and each item was discussed and responded to. It was advised that the Borough Council was contacted to enquire whether they were aware of the development work and whether planning permission was required, as the area falls within a conservation area. This enquiry was made following numerous concerns from local parishioners.
- It was noted that a developer would usually notify the Borough Council, and therefore the Parish Council, prior to commencement of any work or development, as this particular developer has done in the past with another known site.
- With regards to the drainage on this site, there is no criticism on this as it appears to have been done properly – Cllr Elburn explained that the drainage that runs through the property is the responsibility of the land owner and it must be kept clear.
- Clerk advised that no reply has been received from the Borough Council yet – further update to follow.

15. **Finance**

15.1 To review the asset register for year ending 31 March 2021

The Council RESOLVED to agree the asset register presented by the Clerk. Further review will be carried out by the Chairman and Clerk for the next Financial Year. The total asset figure for 2020/21 was then confirmed.

15.2 Note the Internal Audit Report

Di Dann carried out the internal audit. In her report she commented all matters were in good order, however she has made some minor advisory notes. It was agreed that these notes will be implemented by the Clerk.

15.3 To approve the Certificate of exemption

The Clerk read out the total payments and receipts. The Council RESOLVED to approve the Certificate of Exemption. The Chairman and the Clerk agreed to sign Certificate of Exemption on behalf of the Council.

15.4 To approve the Annual Governance Statement in the 2020-21 AGAR

The Clerk read out the statements in the Annual Governance section of the Annual Return requiring councillors to respond to each statement. The Council RESOLVED to approve the Annual Governance Statement.

15.5 To approve the Statement of Accounts in the 2020-21 AGAR

The Clerk read out the figures in the Accounting Statement. The Council RESOLVED to approve the Statement of Accounts. The Chairman and the Clerk agreed to sign the AGAR on behalf of the Council after the meeting.

15.6 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Payment to	Description	Ref	Amount (£)
SSE	Electricity	DD	70.16
Clerk	Salary	Online	359.11
Hempton PC	Clerk Expenses (Stationery, laptop, mobile phone)	Online	25.51
Came & Co	Insurance	Online	1025.88
K&M Lighting	Street Lighting Services	Online	28.60
Di Dann	Internal Audit	Online	30.00
Tony Elburn	Mower Fuel	Online	23.38
Cleantech	Bus Shelter & Defib Cabinet Cleaning	Online	215.00
Estate Fencing	Fencing on The Green	Online	3585.40
Lawnwise & Leisure	Mower replacement part	Online	47.80
	Total		£5410.84
Receipts from	Description		Amount (£)
BCKLWN	Precept	DC	10988.00
BCKLWN	Precept Grant	DC	80.00
	Total		£11068.00

Payments made via online banking.

15.7 To appoint a Councillor as Internal Audit Control Officer for the coming year

Following discussion, the Council RESOLVED to appoint Cllr Mines and Cllr Wade as the internal audit control officers for the coming year, if agreed.

16. **Receive items for next agenda and note the date of the next meeting**

Items for inclusion at our next meeting:-

Speed watch and speeding & village sign replacement, including the flint mound.

The next meeting will be held on Tuesday 15 June at 7.15pm. The Chairman thanked everyone for attending and closed the meeting at 8.40pm.

Signed by Chairman: Date: